

Job Name: *Project Assistant – Technical*

Position Scope:

We are seeking an enthusiastic, creative, and responsible candidates to join our growing Incubation centre. In this position, you have the following roles and responsibilities:

- a. Assist the team members while establishing business operations with full responsibilities under the guidance of PI/Director.
- b. Develop solutions and novel products.
- c. Assist in attracting corporate funds and government grants for startups/clients/AIC.
- d. To attract startups to the center and serve for their growths
- e. To assist the team while submitting proposals (including foreign funds),
- f. To assist in publishing articles, preparing newsletter, and writing proposals to angel/venture capitalists.

Eligibility Criteria

- Working/Entrepreneurial experience of atleast 1 years in industrial firms. However, freshers who are exceptionally bright can participate in the interview process.
- A highly motivated individual looking to work for benefitting the semi-urban/rural livelihoods.

Qualification

- BBA/ B.Tech/MBA/Ph.D
- You have a good knowledge in Communication, Content creation, and/or Marketing.
- Atleast 2 years of experience in a business incubator / Investment firm / a start-up

The above-mentioned positions will be purely on contractual basis for 12 months (Extendable). Remunerations – Rs. 18,000/- per month (consolidated – Applicable TDS will be deducted)

How to Apply : Interested candidates should send their updated resume along with the self-attested copies of necessary testimonials in support of the evidence of educational qualifications, and experience in one pdf file along with your latest CV through e-mail to incubate@iiitkottayam.ac.in and cc to shajulin@iiitkottayam.ac.in

Last date to apply: Within 10 days after the announcement in newspapers. Due to the high volume of applications, only shortlisted applicants will receive a response from AIC- IIITKottayam Foundation. All rights are reserved with AIC- IIITKottayam Foundation.

Company profile:

AIC IIITKottayam Foundation (<http://icentre.iiitkottayam.ac.in/>), is a non-profit Sec.8 company. It is sanctioned under the Atal Innovation Mission scheme of Govt. of India. The centre will address the existing problems of entrepreneurs by providing them with sufficient input in terms of knowledge, guidance, mentoring, training, and demonstrations.

Mere fulfillment of the criteria doesn't entitle a candidate to be called for the Interview / further selection process. AIC IIITKottayam reserves the right to shortlist the candidates to reasonable limit based on the criteria higher than what is advertised.

" AIC IIIT KOTTAYAM foundation reserves the right to cancel or not to select any individuals against this advertisement without assigning any reasons "