

**FOUNDATION FOR INNOVATION AND TECHNOLOGY TRANSFER
(FITT)**

Advt. Ref. No. FT/11/2019

Date: 9th April, 2019

Vacancy Notification

Applications are invited for the following posts. Interested candidate may apply in confidence with a CV covering educational & professional qualification, work experience, contact details, references etc. Also fill your particulars in the excel format available at www.fitt-iitd.org and email to uttam.fitt@gmail.com. Completed application in sealed envelope *subscribing* "Application for the post of " " must reach the **Managing Director, Foundation for Innovation and Technology Transfer, Indian Institute of Technology, New Delhi -110016 by 22nd April, 2019.**

A) Sr. Officer / Dy. Manager : Entrepreneurship Development

Suitable graduate / PG qualification with about 3 yrs. work experience (preferably with academic incubator) and strong interest / experience in entrepreneurship.

Job definition and candidate requirements :

To proactively engage with students and faculty members on entrepreneurship opportunities. Explore CSR support for incubation and related activities. Document complete start-up information and administer incubator processes.

Good oral and written communication skills are essential. The candidates should be highly motivated self-starters who can attend to many assignments at a time.. Working in a leading technology transfer organization like FITT requires an abundant measure of passion and sincerity as it works in a mission mode.

High performers will have no dearth of opportunities to learn and grow.

Age : Below 30 years

Tenure : 3 year (extendable on performance) renewable contract

Salary : As per credentials (*upto Rs 80,000/pm consolidated*)

B) Sr. Officer (Documentation)

Suitable graduate / PG qualification with about 3 yrs. work experience.

Job definition and candidate requirements :

With reference to projects, industry collaborations, start-ups etc. collate, classify and build robust databases for easy archiving and need-based retrieval. Provide, at short notice, information inputs / data for presentation, internal reports, ranking purposes etc.

The person is expected to be thorough with different databases and be able to capture information from physical files. Good oral, written communication and IT skills are important. The candidate should be highly motivated self-starter who can attend to many assignments at a time. A high performer will have ample opportunities to learn and grow.

Age : Below 30 years

Tenure : 3 year (extendable on performance) renewable contract

Salary : As per credentials (*upto Rs 75,000/pm consolidated*)

(K. K. Roy)
Chief Operating Officer