IHUB ANUBHUTI-IIITD FOUNDATION
Indraprastha Institute of Information Technology Delhi
Okhla Industrial Estate, Phase III, New Delhi – 110020

Advertisement inviting applications for the CEO position

IHUB ANUBHUTI-IIITD FOUNDATION, hereafter referred as **IHUB**, is a Section-8, Not-for-profit Company to be created at Indraprastha Institute of Information Technology Delhi (IIIT-Delhi) under a National Mission on Interdisciplinary Cyber Physical Systems (NM-ICPS) of the Government of India. It is a sector-agnostic Technology Innovation Hub in the technology vertical "Cognitive Computing & Social Sensing" to be supported by the Science and Engineering Research Board (SERB), Department of science and Technology (DST), Govt of India for five years, following which it should generate its own revenue to continue with its functions.

Job Title: **Chief Executive Officer**

Job Profile:

- Responsible for developing strategic plan for the IHUB and achieving well-defined goals to ensure a sustainable IHUB, with support from its Board of Directors, led by the CEO under the overall administrative and financial governance of the Hub Governing Body (HGB).
- Strategize, initiate processes and support system to the faculty, students, research collaborators for their day-to-day research requirements.
- Manage overall operations including research facilities of the IHUB and the coordination of all events, workshops, training programs, etc.
- Enhance visibility of the IHUB and look for possible collaborations, start-ups, companies for the transfer of technologies developed at the Hub at IIIT-Delhi.
- Explore avenues to generate funds in terms of projects, technology transfer, etc. in India and abroad.
- Managing relationship with IIIT-Delhi Faculty and administration.

Job Responsibilities:

- Develop strategy plan over next 3-5 years to build a sustainable IHUB; design the business road-map and implement the plan aligned with this strategy and vision; monitor and evaluate milestones; develop a high-performance team.
- Market the Hub by creating visibility, developing unique value propositions and incubating promising technology-based startups in diverse domains.
- Establish innovation ecosystem by interacting, selecting and onboarding a robust group of mentors, investors and business advisors.
- Work closely with faculty and students at IIIT-Delhi to help work towards the defined Vision and Mission of the Hub, by steering their technologies/IPs towards commercialization, by mentoring them and helping them to set up startup ventures.
- Raise and manage funds to ensure financial sustainability of the IHUB; solicit donors, make a pitch to raise funds from corporates (CSR), industry, Government grants, incubator funds,

etc.; responsible for financial activities related to budgeting, reporting, audit, compliance with various statutory rules and regulations.

- Manage efficient and seamless operations; define policies and roll-out processes for managing granted projects and incubated startups; define measurable goals; ensure utilizations of operating expenses as per budgets; support team in achieving their milestones; collaborate and build a high-achieving team; conduct performance reviews of team-members; ensure compliance related to all applicable laws, IP ownerships etc.
- Define, organize and disseminate accurate and timely reports to the Hub Governing Body (HGB) of the IHUB, funding agencies and all other stakeholders.
- Stay updated with the latest developments globally in the core areas of relevance to the IHUB.

Skill Sets, Knowledge and Experience:

- **Educational qualifications**: Graduate and MBA (desirable) with excellent written and oral communication skills.
- **Experience**: Preferably 10-year experience with at least 3-years managerial experience in translational work of research into product in Industry, association and similar organizations.
- Gravitas and commanding respect, ability to interact comfortably with eminent and senior professors, professionals, students, collaborators, and other stake holders.
- Basic understanding of the concept of incubation, entrepreneurship and innovation; preference to those who have been an active player in the startup ecosystem
- Marketing skills in advertisement, publicity through direct and online modes; Event management capabilities, networking capabilities with diverse stakeholders.
- Strong team-building and people-management skills, with ability to set priorities and manage operations
- Knowledge of stages for start-ups; Government-sponsored funds for start-ups; statutory framework; term sheets, etc.
- Incubation-related research and analytical skills, with preferably knowledge of various industries and emerging technologies
- Experience with interaction with Government agencies
- Strong computer skills, preferably with experience in Microsoft Word, Excel, Power Point, Project, Outlook etc.
- Team player and consensus-builder at Board level and across employees; mindset of an institution builder

Compensation, Tenure and other details:

In the range of **INR 25-35 Lakh** annual CTC, depending on experience. Initial period of appointment will be 3 years, extendable based on performance,
Age: Preferably less than 50 years
Superannuation Age: 65 years
Separation condition: 1 calendar months' notice in the first year and 3 calendar months' notice in subsequent years, in writing for separation on either side or salary in lieu of the notice period.

General Instructions:

1. The IHUB reserves the right to restrict the number of candidates for the further recruitment process to a reasonable limit, on the basis of age, qualification and experience, etc.
2. The IHUB also reserves the right of rejecting any or all the applications without assigning any reasons thereof.
3. Eligibility of a candidate to the post will not automatically mean that he/she will be shortlisted and called for further recruitment process. No request in this regard will be entertained for review etc.
4. Shortlisted candidates will be informed for further recruitment process through registered e-mails only.
5. The selected candidate will be expected to join within three months from the date of Offer of Appointment.
6. A person working in Govt. Organization/ Autonomous Bodies/ PSUs etc. will be required to produce the No Objection Certificate before the interview or should send his/ her application through proper channel.

How to Apply:

Interested candidate may apply on email id **tih-anubhuti@iiitd.ac.in** with subject as "**Post applied for Chief Executive Officer**" or at the postal address given below subscribing on the envelop "**Post applied for Chief Executive Officer**" so as to reach on or before **4ᵗʰ January 2021**, with a resume. Only short-listed candidates shall be called for the further recruitment process. Decision of the management for the shortlisting and selection will be final.

Postal Address for offline application:

Registrar
Indraprastha Institute of Information Technology Delhi
G.B. Pant Polytechnic Extension, Okhla Industrial Estate Phase III,
New Delhi – 110020