



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान गुवाहाटी
**NATIONAL INSTITUTE OF PHARMACEUTICAL
EDUCATION AND RESEARCH GUWAHATI**
Department of Pharmaceuticals, Ministry of Chemical and Fertilizers, Govt. of India

Recruitment for the Chief Executive Officer (CEO) of AIC - NIPER Guwahati Foundation

Advt. No: NIPERG/AIC/2023/December/2

Dated: 01.12.2023

The Atal Incubation Center (AIC) - NIPER Guwahati Foundation has been set up in the NIPER Guwahati campus at Changsari, North Guwahati, Kamrup as a section 8 not-for-profit company.

The foundation operates a technology business incubator in the NIPER Guwahati campus, with support from the Atal Innovation Mission (AIM), NITI Aayog, Govt. of India. In addition to providing the scientific infrastructure and expertise for the innovators, the foundation also provides comprehensive support to the incubatees in all aspects of innovation management and also for the creation of successful startups. The activities of the foundation are mainly concentrated in eastern & northeastern India, and strive to develop the entrepreneurial ecosystem in the region via various activities, programs, collaborations, etc.

The Foundation is looking forward to appointing a Chief Executive Officer (CEO) to achieve its objectives. The CEO is required to be highly dynamic and have a diverse range of expertise with comprehensive knowledge in the fields of technical, legal, commercial, financial, and policy matters.

The Foundation intends to fill the following position on a contractual basis.

Name of the Position	Qualifications and Experience	Age Limit
(i)	(ii)	(iii)
<p>CEO</p>	<p>Essential Qualifications:</p> <p>The candidate should have experience as an entrepreneur or in the startup ecosystem and have an understanding of starting companies, early-stage investments, raising funds, technology, and incubation. He/She should be a dynamic change-maker dedicated to the AIC, who has the enthusiasm and energy required to do the legwork that this position requires. The candidate must be visionary to make the AIC self-sustainable.</p> <ol style="list-style-type: none"> 1. Educational: Graduation in Science/ Technology with Post-Graduation in Science/ Technology/ Business Management. 2. Experience: <ol style="list-style-type: none"> a) A minimum of 10 years of overall experience in at least 3 sectors, including Industry, Technology Business Incubators, Start-ups, Venture Capital Firms in Technology Sectors, Innovation Management, or Academic / Research organizations. b) The candidate must understand the pain points of entrepreneurship, academic R&D sector and technology business incubation, intellectual property, commercial dynamics and corporate laws, working of government systems, knowledge of General Financial Rules (GFRs), innovation and entrepreneurial ecosystem, and innovation funding. 	<p>40 - 50 Years*</p>

c) Candidate must have experience of working in leadership responsibilities in Industry/ Academia/ Incubation Centre and must understand board proceedings of corporate governance. The candidate must have experience in multiple technological domains.

**Duration of Ph.D., if not specifically in any of the areas of Business Incubator, Start-up, or Innovation Management, shall not be counted for determining the duration of the experience.*

Desirable Qualifications:

1. Preference will be given to the candidate having experience in more sectors in addition to at least 3 sectors mentioned in point 2 (a) above.
2. The candidate is expected to know about the working environment and challenges of entrepreneurship in Northeastern and Eastern India.

In addition to the above qualifications, the profile of the candidates shall also be evaluated based on their potential to carry out the respective roles and responsibilities for the position, as defined in Annexure I of this advertisement.

* - Age limit is further relaxable for reserved categories as per GoI norms. Age relaxation may be given to exceptionally deserving candidates.

Salary: Rs. 1,00,000/- to 1,25,000/- per month (based on the qualification, experience and performance in the interview).

HOW TO APPLY:

Interested candidates may apply by emailing the following documents in PDF format to aic@niperguwahati.in by **Friday, December 30, 2023:**

1. Latest CV.
2. Vision Statement in the candidate's own words (in about 1000 words) on "Your strategic vision for the success of AIC - NIPER Guwahati Foundation."

* - [The application deadline may be extended until suitable candidates are found.](#)

TERMS & SELECTION PROCESS:

1. As per the policy of Atal Innovation Mission (AIM), no in-house faculty members/ retired faculty members/ blood relatives or related individuals by the law of any director(s) or management officials of the applicant institution/ officials/ external consultant without requisite domain expertise/ any other individual related to the application can take up a key role (including but not limited to CEO/ Incubation Manager or equivalent) whether part-time or full-time at the AIC.
2. This is NOT an appointment in NIPER Guwahati or under any government organization. AIC - NIPER Guwahati Foundation is a self-financed organization, and appointment is purely on a Tenure CONTRACT basis co-terminus with the project. The engagement will be terminable from either side, with three months' notice or salary in lieu of.

Applications will be scrutinized, and short-listing will be carried out based on the relevant work experience and knowledge of the relevant domains. Shortlisted candidates shall then be invited for an interview by a Selection Committee appointed by AIC NIPER Guwahati Foundation. The selection committee then recommends suitable candidates to the Atal Innovation Mission (AIM) for the final selection. The decision of the Atal Innovation Mission (AIM) shall be the final in all matters related to this selection and final recruitment.

Sd/-

Coordinator
AIC NIPER Guwahati Foundation

Annexure – I

ROLES AND RESPONSIBILITIES OF THE CEO, AIC - NIPER GUWAHATI FOUNDATION

The CEO must have the necessary experience and skills to fit into the role and undertake the responsibilities as defined below:

1. The CEO shall lead all activities of the foundation. The CEO shall report to the Board of Directors of the foundation, ensure statutory compliance of the company, and coordinate with external stakeholders, including the Atal Innovation Mission. CEO, along with the team, would work to execute the vision and goals of creating and operating a world-class incubator.
2. Independently leading a multidisciplinary team of diverse professionals to achieve the objectives of the foundation, within the budgets allocated for the different heads.
3. Managing the resources, allocating work and exercising overall administrative control over the activities of his / her subordinates.
4. Engaging with professional service providers to ensure financial and legal compliance of the organization.
5. Forming necessary advisory teams with experts and managing the stakeholder relationships including with the host institute and the funding agencies.
6. Most importantly, designing a robust revenue model for making the foundation self-sustainable in a period of 5 years.
7. Developing and implementing policies and procedures for the operation of the AIC.
8. Managing the facility creation and further managing the operations, following GFR as applicable.
9. Developing a robust innovation pipeline.
10. Providing necessary support, encouragement, and guidance to prospective applicants to apply for incubation with business proposals and arrange for the screening of the applicants.
11. Arranging Innovation Management mentorship for the innovators associated with the foundation.
12. Developing and executing necessary mechanisms to help the incubatees in raising funds, getting regulatory clearances, market access, and conducting their commercial transactions.

13. Planning, strategizing, managing, and evolving incubation and innovation programs to make them attractive for high-quality startups. Supporting and mentoring innovators, entrepreneurs and startups for their growth and success by helping them connect with mentors, investors, and experts, organizing events and outreach activities for start-ups.
14. Forging national and international partnerships with academia, industry, other existing incubators, angel/seed funding investor, and mentors, and leveraging their support for the start-ups.
15. Strategically designing and managing different types of events and programs that an AIC is expected to conduct.
16. Proactively work with different government agencies and other organizations to raise additional funds and resources for the foundation, and also for the development of an overall entrepreneurial ecosystem of the region.
17. Developing the foundation as a prominent player in the innovation-entrepreneurial ecosystem of India.