*i-TIC Foundation IIT Hyderabad*

# Call for Applications for the Post of **Executive: Programs & Outreach**

i-TIC Foundation is the Technology Business Incubator (TBI) at IIT Hyderabad, with focus on creating a supportive and nourishing environment for entrepreneurs. i-TIC provides the necessary facilities to these startup companies, along with guidance and mentoring by the faculty members of IITH and experts from the industry, to develop a robust ecosystem for entrepreneurship. It invites applications from Indian Nationals for the following post.

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| **Position:** | **Executive: Programs & Outreach** <br> (Temporary appointment on Contract for a period of 11 months) |
| **Emoluments:** | Consolidated Pay of Rs. 40,000/- per month**.** |
| **Experience and Qualification:** | • Graduate from a recognized university <br> • One year of work experience in the startup ecosystem or in the startup company <br> • Experience in managing events, conducting programs, coordination with various stakeholders or into business development, sales and marketing of a startup company <br> • Understanding of the startup ecosystem |
| **Application Link:** | https://forms.gle/jBZ3qUx5TnXWfxnh7 |

**Roles and Responsibilities:**
- Creating a pipeline of good startups for incubation programs via conducting various outreach activities and events
- Organizing mentorship programs and other sessions for startups
- Creating a calendar of events which includes mentor sessions, outreach events, roadshows, workshops, boot camps, investor sessions, hackathons, maker events etc
- Attending ecosystem events and conferences to build a strong network of startups, investors, mentors etc
- Helping the stakeholders and guests with the facility tours and startup interactions
- Helping the operations and account team with vendor management and vendor communications
- Any other assigned tasks by the superiors

**Key Skills and Abilities:**
- Ability to own and manage the events from conception to end
- Good articulation and networking skills
- Ability to manage multiple tasks in hand
- Ability to work under tight deadlines

**How to Apply:**
- Candidates, who fulfil the eligibility criteria, should apply through the link given above latest by **11:59pm, 31st January, 2023**.
- Short listed candidates will be informed for an Interview by E-mail with details.
- The interview for the selection may be either online (likely) or physical depending on the situation.
- No TA/DA will be given to the candidate.
- For further queries, contact Prof. Suryakumar S., email: fic.incubation@iith.ac.in