

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

Advt. Ref. No. FT/30/2021
Date: 3rd August 2021

Vacancy Notification

JOB TITLE (Level): Program Associate

COMPENSATION: Consolidated upto Rs 40,000/- per month

TENURE : The appointment is on a temporary basis for 1 Year which may be extended on requirement.

AGE : Less than 30 years

JOB PROFILE :

The Program Associate will manage a national level entrepreneurship program that supports innovators and startups.

- The person should be technically competent with good communication skills and is expected to help in outreach, application management, organizing various hackathons and grand challenges, along with regular interactions with the startups and network partners. The person should be able to document well and prepare reports for the program progress and impact to be submitted to sponsoring agency. The person must be willing to travel for outreach, networking events, etc.

The Job description is indicative only and not exhaustive. The incumbent may be required to undertake other related duties.

Qualifications:

B.Tech/BE in Engineering domains like Electronics and communications, IT, CS, or a masters in Physics and related areas.

Experience and Knowledge

- Preferably 2 years of experience in program management, startups.
- Worked with startup incubator, entrepreneurship clubs, Innovation council at college level.
- Proficient in communication skills and networking.
- Good understanding / experience of academic processes.

Skills

- Self-driven and strong relationship / communication skills
- Ability to prioritise with strong delivery focus
- Excellent drafting and IT skills

Interested candidate may apply in confidence with a CV covering educational & professional qualification, work experience, contact details, references etc. Also send your particulars in the excel format available at www.fitt-iitd.org/in and email to uttam.fitt@gmail.com. The applications should reach us by email with the subject as “Application for the post of “_____” on or before **10th August, 2021**

(Uttam Aswal)
Officer-Project/Program