

## **National Design Business Incubator at NID Ahmedabad is looking for Manager – Programs**

**Name of the Position** : Manager - Programs

**Position based at** : Ahmedabad

**Reporting Authority** : C.E.O.

**Qualifications & Experience** :

Candidate must be a graduate in Management/Engineering/Design or its equivalent from a recognized institution. Should have minimum 3 years of experience in managing a Business Incubator/Accelerator.

Candidates with Master's Degree in Management and experience in relevant industry would be given preference.

**Age** : 25 to 35 years (Can be relaxed for highly suitable applicants)

**Language Skills** : Fluency in English and Hindi

### **Salary and Terms of Engagement:**

Consolidated salary offered would be between INR 45K to 55K per month depending on the experience and suitability of the candidate.

### **Contract Period:**

The initial period of appointment will be for 1 year on contractual basis, extendable on mutual consent. Contract can be terminated with one-month notice from either side.

**Roles and Responsibilities:** The key responsibilities of Manager –Programs will be:

- (i) Manage and coordinate incubator operations & programs.
- (ii) Develop and maintain relationships with startups, investors, industry experts, Government bodies and other ecosystem partners.
- (iii) Planning and organizing training programs, workshops, networking events, seminars etc.
- (iv) Maintaining records and information on activities done by incubator.
- (v) Promoting events and startups on social media and other platforms.
- (vi) Preparing and submitting reports, where required.

Manager – Programs is expected to work closely with the students and faculty at NID to help them steer technologies towards commercialization by mentoring them and helping them in setting up startup ventures.

**To apply, send your updated resume clearly mentioning your current CTC and notice period at [ceo.ndbi@nid.edu](mailto:ceo.ndbi@nid.edu) by 20<sup>th</sup> May 2021**