

Foundation for Science Innovation and Development, IISc Bangalore

Job Title:	Project Executive	Job Category:	Technical/Non Technical
Department/Group:	FSID	Posting Expires:	15-10-2024
Location:	Bangalore	Travel Required:	NA
Level/Salary Range:		Position Type:	Permanent
Job Code	FSID-001		

Job Description

Job Description: **Project Executive – iDEX Program**

About FSID: Foundation for Science, Innovation and Development (erstwhile Society for Innovation and Development -SID) was setup in close collaboration with the Indian Institute of Science (IISc) Bangalore with a charter to bring science and technology to the business world. The STEM Cell is the incubation arm of FSID, which incubates startups in the area of deep science and technology. It has incubated over 100 deep science startups so far and is looking to expand. FSID is also Partner Incubator for all iDEX challenges. As a part of the expansion, we are looking for a project executive to be part of the team.

Role & Responsibilities: If you are passionate about startups, entrepreneurship, deep tech innovation and innovations for defence, project monitoring this is the role for you as you get to curate, select and work closely with founders and challenge winners to contribute to their growth journey.

- Project Monitor/Manage one or more programs that FSID is part of.
- Manage the pipeline - interact and build relationship with prospective entrepreneurs.
- Manage the entire incubation process of curation, selection, taking the founders and iDEX challenge winners through the incubation process and completion of the challenge goals
- Analyze startups – deep dive into market, business model, financial models etc. Do the due diligence on iDEX startups, founders and the capability to execute the project/challenge.
- Create appropriate reports for selection/investment and assist the committee in selection/investment decisions and the milestone completion reviews.
- Work with legal and finance to create and manage the entire legal, financial and commercial documents as needed.
- Create appropriate reports/performance metrics and appraisals.
- The role involves working closely with multiple internal and external stakeholders.
- Any other work assigned from time to time.

Desired Candidate Profile

* Candidate should be of having Degree in Core Engineering subjects– Preferably MBA - with upto 2 to 3 years of experience in project and its budget management. Any experience working with incubators as part of iDEX team would be preferred.

* Strong Presentation & Communication skills (Oral and written)

* Positive Attitude with good Interpersonal skills

* Should be self-motivated and able to work independently.

* Strong Project Management skills (Planning, budgeting, attention to details, collaboration etc)

* Proficiency in MS Office suite of products.

About the Position:

Competitive Compensation in line FSID's norms based on applicant's qualification and experience.

Selected candidates should be in a position to take up the assignment immediately.

Please send in your resumes along with a cover letter in Doc or PDF format only to stem.cell@fsid-iisc.in with the title " **Project Executive iDEX** " before **15-Oct-2024**