



NUTRIHUB TECHNOLOGY BUSINESS INCUBATOR STARTUPS CONFEDERATION (NUTRIHUB-TBISC)

(Not for Profit Section.8 Company registered under Companies Act, 2013)
Reg. Office: 11-127, ICAR-IIMR, Rajendranagar, Hyderabad-30
CIN: U85300TG2020NPL144881, Tel: 040-29884838
www.nutrihubiimr.com and www.millets.res.in



Notification

Eligible and interested candidates are invited for a walk-in-interview (virtual) to be held through a virtual platform at the campus of Indian Institute of Millets Research, Rajendranagar, Hyderabad-500030, on **18 March 2021 (Thursday) from 10:30 AM** onwards for recruitment of the following positions as per the details given below.

Name of the Project	RKVY-RAFTAAR
Post	Business Manager (Chief) -1 Position
Emoluments (per month)	Rs 1.00 Lakh/ month (Consolidated)
Project Till	March 2021 (Likely to be extended upto March 2022)
Qualification: 1. Master's degree: MBA/ PGDM/ M. Tech or Equivalent Master Degree in Agri-Business/ Finance/ Marketing/ Agri-Marketing/ Agri-Economics/ Economics/ Technology Commercialization/ Food Technology/ Biotechnology/ Entrepreneurship from Recognized Institute. 2. Must be having relevant experience of 5-7 years . Exposure in Supported Incubators, Assessment, Evaluation of Projects, Startup's ideas and with experience in startup ecosystem is preferred. Those who are exposed in Government sector, Startup India, AIC, MEIT, DST, National Innovation Foundation and any other premier institutes dealing with Incubation, startups will be preferable. Age: 40 years or below	

Roles and responsibilities:

- Operations & Administration:** Should Coordinate with CEO/Director, Nutrihub-TBISC and other Executive Management in helping setup infrastructure, process and program for a strong Incubation offering, the Business Manager (Chief), shall run the business incubator through the development of its programmes and areas of works in order to attract entrepreneurs and assist them grow by providing various Business Incubation services like business plan development, conduct of various feasibility studies and market research, provide technology support through technology transfer and technology refinement through engagement with IIMR scientists, help in raising finances for the incubatees, provide business development support and mentoring and handholding the entrepreneurs for a brief period to make them a viable business. To achieve this, the incumbent shall oversee the day-to-day operations of the Nutrihub, and motivate staff to accomplish their routine tasks. The incumbent must ensure that the Nutrihub has the space, technology and other tools to do their jobs efficiently. Additional responsibilities will include in maintaining institutional requirements and hiring the team as needed, making sure that the team has skills needed to perform the various jobs required, and providing ongoing staff development to enhance their performances. BM should be able to organize BOG meetings and make presentations to clientele/ stakeholders covered with respect to strategic plans of incubator. Work with students, Faculty and Management to ensure entrepreneurship and innovation become an integral part of our system.
- Revenue Generation:** The BM shall develop various incubation programs and business incubation services and cost them accordingly by providing these services so that the Nutrihub is able to generate income for its sustainability before the end of the project period. Further, Nutrihub is a part of Section-8 company and is eligible for raising resources (Cash & Non-cash) through donations, CSR of corporate, Government schemes, Subsidies etc. Attention to fund raising is critical as the numerous opportunities that we have can only be converted to reality through resources at the right time. While the rest of the staff may be aligned for support, being the leader, incumbent is expected to develop models for project finance /CSR and other

funding and create network and maintains long-term relationships with key donors and potential donors. The incumbent is to be expected to keep track of the fund allocation and report project progress to CEO on time. Keeping them on track is critical performance indicator of the CEO and other stakeholders as directed by the CEO. This would be critical for the NUTRIHUB to continue its operations beyond the current DST funding provided during the project period.

3. **Networking and community development:** BM is expected to collaborate with other stakeholders in the value chain to increase and maintain the visibility of Nutrihub, need attend Entrepreneurial events, conduct competitive events, participate as judge in investment pitches, evaluate business plans, mentor prospective entrepreneurs, tie-up with various venture capitalist, investment groups and institutions and constantly build the business muscle of entrepreneurs under the NUTRIHUB and attract new entrepreneurs from new segments. These activities shall get converted into business development activities for the NUTRIHUB and provide sources of revenue for the Nutrihub.
4. **Communication and media:** The incumbent must communicate the vision, mission, goals, and objectives and should come out with online and offline collaterals for different contexts including website and social media content. Communication plan should also include preparation of annual and quarterly reports, newsletters, fund-raising letters and event flyers, press releases and other marketing and advertising materials time to time.
5. **Incubatees' promotions and services:** Helping the incubatees to develop multiple kinds of capital ex: financial, customer satisfaction, intellectual property, compliance, this is one of the critical roles of BM; the incumbent is expected to promote incubatees in various forums through the network he/she establishes. This can be in supporting in distribution network, participate in exhibition, sensitizing them on the brand value, conduct training and development programs to enhance their ability to promote and network, define deliverables, their timelines and monitor progress of startups.
6. **Designation, Reporting & Job Location:** The designation shall be "Business Manager (Chief)" and the reporting will be to the CEO/Director, Nutrihub TBISC. The job location will be in Hyderabad and need to travel as per the requirement. The selected candidate will get remuneration of Rs.1,00,000/- (Rupees One Lakh) per month. This will be considered only for exceptional cases with proven qualities in all.
7. **Preparation for interview:** Candidates have to prepare a vision document in brief on "Sustainable plan for Revenue Generation of NUTRIHUB" for the next five years. This should be prepared for discussion with the panel (Power point presentation). **And has to be sent along with CV**

Terms & Conditions:

1. The above posts are purely temporary and on contractual basis till March 31, 2021 (likely to be extended upto march 2022).
2. The candidates have to send scanned copies of all educational and experience certificates along with your CV for verification.
3. The selected candidates shall not claim for regular appointment/ absorption in Nutrihub TBISC/ICAR-IIMR/ or in any funding agency at the end of the project.
4. The shortlisted candidates shall be called for interviews on a virtual platform through mail.
5. Selected candidate/s will be positioned in Nutrihub TBISC/ ICAR-Indian Institute of Millets Research, Hyderabad-030 for contractual job.
6. **IIMR/ Nutrihub-TBISC reserves the right to alter/ change/ cancel this advertisement/ recruitment without assigning any reason at any stage of recruitment process.**
7. Candidates have to login (in case of virtual interviews) before 15 mins of scheduled time. And should wait for their turn patiently.
8. Selected candidate has to produce an undertaking, stating that he/she is not enrolled in any other job or academic courses etc. (either full time or part time) at the time of joining.
9. Professional tax & TDS may be deducted as per rules wherever applicable.
10. **Please be watchful if any corrigendum issued on updates/ modifications on the subject. (www.millets.res.in/ad.php)**
11. **Eligible and interested candidates may send their filled in Application (given below), CV along with qualification and experience certificates scanned copies and recent passport photo to esnutrihub@gmail.com on or before 16.02.2021, 5:00 pm.**
12. **CVs received after 16th March 2021, 05:00 PM will not be considered.**

Sd/
Director

PROFORMA

APPLICATION FOR THE POST OF : _____ *(On contractual Basis)*

Project: _____

1. Name in Block letters: _____

2. Father's / Husband's name: _____

3. Date of Birth & age: _____; _____ years.

4. Postal address for correspondence: Present & Permanent.



5. Mobile no: _____; **Aadhar No:** _____; **email:** _____

6. Educational Qualifications:

Sl. No	Qualifications	Year of passing	Board/ University	Marks (% /GPA)	Remarks (if any)
1.					
2.					
3.					
4.					
5.					
6.					

7. Prior Experience (if any):

Sl. No	Name of the Organization/ Institute	Post	From To	Drawn Salary	Remarks
1.					
2.					
3.					
4.					

8. Additional Information which you would like to mention:

- a. Additional Academic/ professional Qualifications: _____
- b. Trainings _____
- c. Research Publications / reports / special projects: _____
- d. Awards/ Scholarships/ Official Appreciations: _____
- e. Affiliation with professional bodies/ institutes/ Societies: _____
- f. Any other information: _____

9. Whether belongs to SC/ST/OBC/OC/PH/Ex-servicemen (as per GoI norms) _____

10. I am also willing to be considered for any lower post in case my application for the applied post is ineligible or not shortlisted for further scrutiny. (Yes / No): _____

SELF DECLARATION

I _____, Son/ Daughter of _____ hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if Information given by me is proven false/ not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn and I may be terminated from the services without assigning any reasons.

Date: ___/___/___

Place: _____

Signature of the Candidate