

## **J O B O P P O R T U N I T I E S**

ACIIE is looking for a **Professional Associate**, to join its core team and provide support in planning and implementation of various activities of the Centre.

The AUD Centre for Incubation, Innovation and Entrepreneurship (ACIIE) has been set-up by AUD, as a not-for-profit Company under Section 8 of the Companies Act 2013.

ACIIE aims to create a vibrant culture of entrepreneurship at AUD and provide support to members of its community in conceiving and realizing real-life entrepreneurial projects around the existing disciplines.

### **Key Roles and Responsibilities**

- Provide assistance in monitoring and guiding various incubation projects as well as facilitate logistical support to the incubatees.
- Help in planning and execution of different expert talks, workshops/ seminars, as part of regular activities of the Centre.
- Provide support in planning and conducting of training and orientation programmes related to entrepreneurship.
- Coordinate development of promotional material for the Centre and undertake necessary actions to spread awareness regarding objectives and activities of the Centre.
- Assist in building and expanding professional and institutional networking for the Centre.

### **Essential Qualification and Experience**

Graduate or Post-Graduate professional qualification from a recognized national or international institution of Design/ Business Administration/ Entrepreneurship or related disciplines and actively engaged in field-based practice for at least three years.

### **Desirable Qualification and Experience**

Preference shall be given to candidates having worked with similar organizations engaged in incubation, entrepreneurial start-up support or real-life projects, related to social development in sectors such as health, sanitation, education, micro-finance, sustainable energy, skill and livelihoods, etc.

### **Nature and Period of Engagement**

Contract engagement for an initial period of three years and extendable based on need of the Centre and performance of the candidate.

### **Remuneration**

Consolidated monthly remuneration of Rs. 50,000.00 to Rs. 70,000.00 depending on qualification and experience of the candidate.

Applications along with latest Curriculum Vitae for the above position, should be sent to the Executive Director, ACIIE by post or email latest by **24<sup>th</sup> March 2017**, at the following address:

#### **Postal Address**

AUD Centre for Incubation, Innovation and Entrepreneurship, Ambedkar University Delhi, Lothian Road, Kashmere Gate, Delhi – 110006

#### **Email**

[ed.aciie@aud.ac.in](mailto:ed.aciie@aud.ac.in)