

Dated: 29-12-2022
ADVERTISEMENT No. PAT.119/2022
Recruitment of Chief Executive Officer (01 No) and Manager- Incubator (01 No) for BioNEST CSIR-CFTRI (Contractual Basis)

CSIR-Central Food Technological Research Institute (CFTRI), Mysuru a constituent laboratory of the Council of Scientific and Industrial Research (CSIR), New Delhi invites online applications from eligible and suitable Indian Nationals for upcoming BIRAC supported **BioNEST Bioincubator project (GAP625) “Bio-incubator for Food Bio-processing and Biotechnology”** at CSIR-CFTRI, Mysuru, for the post of Chief Executive Officer (1 No.) and Manager-Incubator (1 No.) purely on **contractual basis**.

The number of posts, essential and desired qualifications and experience, job description and upper Age Limit is mentioned below.

1	Designation of the post	Chief Executive Officer (One Post) for BioNEST, CSIR-CFTRI
	Salary	Rs.1,00,000/- per month fixed consolidated
	Nature of Vacancy	Temporary
	Eligibility Criteria – Qualification and Experience	
	(a) Essential Qualification	A first class M.Sc./B.E./B.Tech degree in Biotechnology / Life Science / Food Science and Nutrition, Food Science and Technology or equivalent with MBA from a recognized Institution/University.
	Essential Work Experience-	An individual with impeccable track record having minimum 5 years of managerial experience in the industry/R&D/Start-ups/technology based business incubator.
	(b) Desired Qualification	Ph.D. degree/Post Doctoral Experience
	Work Experience - Desirable	<ul style="list-style-type: none"> • Good knowledge of biological sciences; good understanding of general laboratory practices and working knowledge of instruments. • Experience of computer applications, Organisation of seminars/ training, workshops and high level meetings. The candidate should possess good communication, managerial and leadership skills and possess good drafting and noting skills. The candidate should be conversant with official procedures and capable of writing reports, proposals etc.
	Age Limit	The candidate must not exceed 45 years on the last date of application.
	Job Description	The CEO will be entrusted with the following responsibilities: i) To help CSIR-CFTRI Coordinator and PI of the project to establish the BioNest at CSIR-CFTRI and Manage the same in a sustainable and growth oriented manner in terms of increasing the profile, diversity and competence of incubated start up ventures.

	<p>ii) Manage/Purchase/procure and commission equipment and research facilities.</p> <p>iii) Preparation of inventory of mentors, their expertise and available translatable technologies for start ups</p> <p>iv) Organise seminars, hackathons, trainings, workshops and sensitisation programs for the Faculty, Students, Start-ups & industry.</p> <p>v) Assist the Coordinator and PI of BioNEST CSIR-CFTRI project in preparing various reports and other work, if any, in connection with the incubation facilities, as directed by Coordinator and PI BioNEST CSIR-CFTRI project.</p> <p>vi) Implement user charges of the centralised equipment in coordination with the various stakeholders to help BioNEST CSIR-CFTRI to build a corpus for self-sustenance of the centralised facilities.</p> <p>vii) Liaison with the different departments of the Institute, Industry, Startups and other organisation.</p> <p>viii) Attracting and ensuring business for optimal utilisation and sustainability of the facility.</p> <p>ix) Manage the day-to-day operations of the BioNest.</p> <p>x) Comply with all regulatory requirements.</p>
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2	Designation of the post	Manager- Incubator for BioNEST, CSIR-CFTRI
	Salary	Rs.60,000/- per month fixed consolidated
	Nature of Vacancy	Temporary
Eligibility Criteria – Qualification and Experience		
	(a) Essential Qualification	A first class M.Sc./BE/B.Tech degree in Biotechnology/Life Science/Food Science and Nutrition/Food Science and Technology or equivalent with MBA from a recognised Institution/University.
	Work Experience- Essential	An individual with impeccable track record having minimum Two years of managerial experience in the industry/R&D/Start-ups/technology based business incubator.
	(b) Desired Qualification / Work Experience	<ul style="list-style-type: none"> • Good knowledge of biological sciences; good understanding of general laboratory practices and working knowledge of instruments. • Experience of computer applications, Organisation of seminars/ training, workshops and high level meetings. The candidate should possess good communication, managerial and leadership skills and possess good drafting and noting skills. The candidate should be conversant with official procedures and capable of writing reports, proposals etc.
	Age Limit	The candidate must not exceed 40 years on the last date of application.
	Job Description	Act as an administrative person for the BioNest incubator at CSIR-CFTRI. The position will directly report to

	<p>CEO, BioNEST, CSIR-CFTRI. The Manager will be entrusted with the following responsibilities: Contribute to planning and setting up of the lab and office space as part of the BioNest programme. Participate in specification, purchase and installation of instruments/equipment. i) Manage the day-to-day operations of the BioNest. ii) Assist the CEO of BioNEST CSIR-CFTRI in achieving the objectives of the BioNEST. vi) Cultivate, build and maintain strong working relationships with start ups, entrepreneurs, mentors, Institute, industry experts, associations, chamber of commerce and industries, and state and Central govt. agencies, and angel investors. vii) Develop and leverage industry, academics, investors and institutional network for the benefit of the incubator. Develop and manage a network of entrepreneurs, start ups, mentors, institutions, funding agencies, investors and industries. Ensure development of appropriate marketing material to promote incubated companies. Contribute to conceptualisation and execution of technical workshops. Assist in planning and organising events of use to entrepreneurs, start ups, budding entrepreneurs etc. Organise events to facilitate collaborations, technology tie up, business development. Connect with entrepreneurs and innovators, understand their needs, match them to various resource persons/ facilities etc. Helping entrepreneurs relating to proposals/ pitches/ business plans and fund raising. Create a pipeline of potential and signed-up incubatees for the Bio- incubator. Any other activities necessary to support and strengthen the bioincubation mentoring activities. Other tasks assigned by CEO on time to time basis.</p>
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Selection Process for the above posts

Through interview and personal interaction by a duly constituted Selection Committee. Mere fulfilment of the minimum prescribed qualification and experience will not vest any right on a candidate for being called for interview. In case of high number of applicants, only the candidates shortlisted by a duly constituted Screening Committee will be called for the interview. The Screening Committee will adopt its own short listing criteria to restrict the number of candidates to be called for interview to a reasonable number. The CSIR-CFTRI reserves the right to call for Interview to only those candidates who in its opinion are likely to be suitable and will not entertain any correspondence in this regard.

How to apply

Candidates must send the duly filled-in prescribed application form (Annexure - I) along with detailed Biodata and self-attested copies of all certificates of qualifications and experience through the provided e-mail to patcell@cftri.res.in mentioning subject line **Application for the Post of Chief Executive Officer for BioNEST / Manager- Incubator for BioNEST** (whichever is applicable).

The commencement date and last date for submission of applications are as under.

Date of Commencement	29.12.2022 (9 AM)
Last date for receipt of application by Email	18.01.2023 (up to 5.30 PM)

Applications received after the last date (i.e. 18.01.2023 upto 05:30 pm) will be rejected.

Terms and Conditions :

1. The engagement will be purely contractual and temporary in nature co- terminus with the project duration or till the funds are available, whichever is earlier.
2. The person engaged shall not be entitled to any claim, implicit or explicit, for regular appointments/absorption in CSIR-CFTRI/CSIR.
3. Salary: Fixed consolidated salary as mentioned against posts.
4. **The applicant must send duly filled-in prescribed application form (Annexure - I) along with detailed Biodata and self-attested copies of all scanned certificates of qualifications and experience through the provided e-mail to patcell@cftri.res.in. Candidate must write the Advertisement No., and Name of the Post in the Subject of the E-mail failing which their candidature may be rejected.**
5. The maximum age limit and eligibility conditions shall be counted as on the last date of receipt of application (i.e. 18.01.2023).
6. Mere eligibility will not entitle any candidate for being called for interview. The Institute reserves the right to place reasonable limit on the total number of candidates to be called for interview.
7. Age relaxations applicable as per CSIR/Government of India guidelines.
8. The competent authority may relax experience and age for exceptionally meritorious candidates.
9. The Institute reserves the right to:
 - a. Withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect.
 - b. Fill or not to fill up some or all the posts advertised for any reasons whatsoever
 - c. Any addition/deletion and changes in matter of terms and conditions given in this notification of recruitment.
10. The list of shortlisted candidates along with the Date and Time of Interview will be uploaded in the CSIR-CFTRI website. The short listed candidates will also be informed about the date of interview through e-mail.
11. The process of selection may include presentation / seminar / test / interview as to be decided by the Selection Committee.
12. Candidates need not pay any application fee.
13. Incomplete application or without relevant supporting enclosures will be out-rightly rejected.
14. Candidates shall have to produce original certificates (including educational qualifications, experience etc.,) and also a Photograph at the time of interview, failing which they will not be allowed to appear in interview.



15. The names, addresses and occupations of three referees must be given in the application form and they should be familiar with the recent work of the applicant and at least one of them should be applicant's superior.
16. Request for change of mailing address or e-mail address during the process of recruitment will not be entertained under any circumstances.
17. No interim enquiries/correspondence/communication of any sort will be entertained on the matter.
18. Candidates of only Indian nationality can apply for these posts.
19. No TA/DA will be paid for attending the interview.
20. **All further announcements/details pertaining to this process / updates / corrigendum / addendum etc., will be published / provided only on CFTRI official website from time to time.**
21. CANVASSING IN ANY FORM AND/OR BRINGING IN ANY INFLUENCE, POLITICAL OR OTHERWISE WILL BE TREATED AS DISQUALIFICATION FOR THE POST APPLIED FOR.

Sd/-
Head, PMC