



**SPMVV Society for Innovation and Incubation Entrepreneurship (SSIIE)**  
**SRI PADMAVATI MAHILA VISVAVIDYALAYAM**  
**(WOMEN'S UNIVERSITY)**  
**Tirupati – 517 502, Andhra Pradesh**

**SPMVV – Women Biotech Incubation Facility (SPMVV- WBIF)**  
**(Sponsored by DBT- BIRAC-under BioNEST Scheme)**

Applications are invited for the following positions

**\*Everything is equal, but women candidates will be given preference.**

Positions	Number
Scientific officer @ Rs.60,000/- p.m	1
Technical/Research Assistants @ Rs.30,000/- p.m	1

Applications in prescribed format, along with a summary of bio data may be sent by post to **Dr. V.Kalarani, CEO, SPMVV-WBIF, SSIIE, Kalpana chawla Science Block, Sri Padmavati Mahila Visvavidyalayam (Women's University), Tirupati - 517502, Andhra Pradesh.** The post applied for may be mentioned on the cover. Application should also be submitted by email to [spmvvwbiftpty@gmail.com](mailto:spmvvwbiftpty@gmail.com). The filled-in application has to be submitted on or before 5pm on 11.10. 2021.

- 1. Scientific officer** for SPMVV-WBIF (DBT - BIRAC – BioNest), SPMVV Society for Innovation Incubation and Entrepreneurship at SPMVV, Tirupati – **1 No.**

Essential Qualifications	Ist class PG degree in Biotechnology/ Pharmaceutical Sciences/ Life Sciences / M.Tech Biotechnology from a reputed Indian /Foreign University /Institute.  Ph. D Degree in concerned discipline is necessary.
Essential Experience	Minimum 5 years of total work experience which may include a combination of Entrepreneurship, Entrepreneurship Development, Management / Technology/ Design/ Research and Development, MSME and any commercial experience.
Desirable	<ol style="list-style-type: none"><li>1. Experience in entrepreneurship development/ management and/or association with any incubation/ Industry.</li><li>2. Strong technical skills. Must be able to participate in discussions with incubate companies and provide feedback and direction.</li><li>3. Administrative and managerial skills. Must be able to motivate and work with a team consisting of people with different skill sets and backgrounds.</li><li>4. Strong English writing and presentation skills along with grant writing skills.</li><li>5. Ability to work independently and provide vision to the incubate companies as well as the industry sector.</li><li>6. Should have strong knowledge of IPR policies and patent filing.</li></ol>

	7. Should have vision for fund raising.
Job Profile	<ul style="list-style-type: none"> <li>➤ Assisting in the administration and supervision of the entire Bio-Nest Programme that includes procuring applications from potential start-ups, agreement process and monitoring the incubation as per the agreement till successful completion.</li> <li>➤ Helping to screen and evaluate the applications of incubates and Start-ups .</li> <li>➤ Working with the Internal and External Mentors/ Expert committees. Fund generation to promote the scope of incubation facility.</li> <li>➤ Conducting inspirational events and capacity building programs. Tracking all financial activities such as fund procurement and disbursement.</li> <li>➤ Milestone tracking, financial reporting and general supervision and maintenance of the facilities etc.</li> <li>➤ Significantly contributing in making the facility self-sustainable by all means.</li> </ul>
Age	Should not exceed 45 years by 11.10.2021
Salary Range and other facilities	<p><b>Rupees Sixty thousands only per month - consolidated pay with 3% yearly increment.</b></p> <p><b>Taxes apply.</b></p>

**The post is purely temporary and may be extendable based on the performance and funding availability ( presently up to One Year)**

**2. .Technical Assistant** for SPMVV-WBIF (DBT BIRAC - BioNeST ), SPMVV Society for Innovation Incubation and Entrepreneurship at, SPMVV, Tirupati – **1 Nos.**

Essential Qualifications	<p>PG Degree in Biotechnology/ Pharmaceutical Sciences /M.Tech Biotechnology/ Life Sciences from a reputed Indian/Foreign University/Institute.</p> <p>Preference will be given to Ph.D. candidates / Good Experience in handling advanced equipment related to Life Sciences.</p>
Essential Experience	Minimum 3years of work experience in carrying out Technical work in Life Sciences
Desirable	<ol style="list-style-type: none"> <li>1. Strong in technical skills and working concepts of scientific equipment. Must be able to participate in discussions with incubate companies and provide feedback and direction.</li> <li>2. Strong English writing and grant writing skills.</li> <li>3. Ability to work independently and with team to provide vision to the incubate companies as well as the incubation teams</li> </ol>
Job Profile	<ul style="list-style-type: none"> <li>➤ Assisting in overseeing the entire Incubation facility and working to promote applications from potential start-ups / incubatees.</li> <li>➤ Helping in screening and evaluating the qualified applications</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Working for preparing presentations and proposals from different resources.</li> <li>➤ Working with Internal and External Mentors / Expert committee members.</li> <li>➤ Taking active role in conducting inspirational events and capacity building programs.</li> <li>➤ Assisting in all financial activities under this program including funding procurement and disbursal</li> <li>➤ Regular Milestone tracking, Work report submission, Financial reporting.</li> <li>➤ Continuous supervision and Maintenance of scientific equipment and accessories, Log books, Periodical Servicing and up Keeping the labs and records.</li> <li>➤ Ensuring of Scientific disposal of biological wastes etc.</li> </ul>
Age	Should not exceed 40 years by 11.10.2021
Salary Range and other facilities	<p>Rupees Thirty thousand only per month- consolidated pay with 3% yearly increment.</p> <p>Taxes apply.</p>

**The post is purely on temporary basis and may be extended upon performance until the Project is funded ( presently upto One Year).**

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