

DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY

DSEU Dwarka Campus, Sector-9, Dwarka, New Delhi-110077

RECRUITMENT FOR THE POSITION OF CEO- DSEU Incubation Centre

Govt. of Delhi had enacted Delhi Skill and Entrepreneurship University Act 2020, Department of Law, Justice and Legislative Affairs vide its notification No. F.14(65)LA-2020/CONS2LAW/82-91 dated 26th May 2020 has published this Act for general information (Delhi Act of 04 of 2020) conveying the assent of Hon'ble Lt. Governor of Delhi dated 26th February 2020. An Act to provide quality education in applied sciences and skill education in various disciplines of education and to take advantage of demographic dividend; design and impart skills-oriented programmes to address the challenges of developing, trained and employable human resources for national growth.

The Delhi Skill and Entrepreneurship University (DSEU) is looking for experienced and dynamic Professionals to support the Incubation Centre at DSEU.

Senior Consultant - DSEU Incubation Centre

(Equivalent to Senior Consultant as per NITI Aayog guidelines dated 29th July,2020)

1	Name of Position	Senior Consultant - Incubation Centre
2	Number of Positions	1 (one)
3	Method or Recruitment	Contract based through open market
4	Age limit	Candidate should be below 62 years of age as on the date of advertisement
5	Period of contract	One Year (may be extended further based on the discretion of the University)
6	Remuneration (per month)	Rs. 2,65000/- to 3,30,000/-
7	Education qualification	First class Master's degree from a reputed institution. Preferably MBA
8	Experience	Minimum 15 years of extensive experience of working with reputed institutions Desirable: <ul style="list-style-type: none">● Experience of building & leading organizations in spaces such as finance/ entrepreneurship/ investment/etc.● Extensive experience of managing teams.

		<ul style="list-style-type: none"> ● Applicant should have Business Acumen and eye for details. ● Applicant must be able to clearly demonstrate entrepreneurial skills and experience as an enabler for Start-ups/ Innovation ecosystem or in the role of an entrepreneur or start-up founder himself/ herself. ● Experience of working at the senior level position collaborating with government departments/ agencies/ allied organizations/ Private sector/ venture capitalists, along with a demonstration of fundraising for non-profit organizations shall be preferred.
9	Job Description/ Requirements	<ul style="list-style-type: none"> ● The Sr. Consultant should have relevant experience contacting with vendors and coordinating for project completions ● Prior knowledge of creating detailed BRDs (business requirement documents) ● Experienced in program managing deployment of network and in Education institutes ● Oversee operations of the management team against milestones ● Attend industry events to network with corporates, VCs, angel investors ● Apply for suitable grants & track funds ● Manage digital platform for mentors & investors ● Manage mentor pool segregation into 2 categories: L1 (high profile experienced mentors from organizations like TIE) & L2 (novice mentors such as alumni mentors, crowdsourced mentors from Business Blaster program) ● The Sr. Consultant in consultation with the Board of Directors shall develop a vision, strategy and business model to achieve the objectives of the Incubator ● The Sr. Consultant will be required to give direction to the Incubator primarily towards establishing as a key player in incubation/ acceleration space which includes establishing world-class incubator(s), strategy to build, execute and scale incubation programs, outreach activities, measure impacts, collaborate with the partners/ stakeholders of the start-up/ entrepreneurial ecosystem, etc. ● The Sr. Consultant will be required to provide overall strategic guidance, framing procedures, guidelines, best practices etc., for coordination, consolidation, synergy and success of incubator(s) and incubated start-ups. ● The Sr. Consultant will be responsible for identifying and attracting suitable start-ups and entrepreneurs. ● The Sr. Consultant will act as the “Chief Experimenter” and encourage start-up ventures to innovate, promote the culture of innovation, help them in converting ideas into products/ IPs and commercialization, create significant value for start-ups, investors and incubators. ● The Sr. Consultant will be required to facilitate the growth of start-ups and help them become successful.

		<ul style="list-style-type: none">● The Sr. Consultant will be required to liaison, develop and strengthen relationships with Govt. agencies, academia, other incubators, venture capitalists, angel/ seed funding institutions in India and abroad for investing into the right start-ups, develop a strong cadre of mentors, service providers and other start-up ecosystem players as required.● The Sr. Consultant must be an evangelist for the incubator in all forums and responsible to represent the company as required, including attendance of important functions, industry events and public meetings.● The Sr. Consultant will be responsible to create a team primarily involved in managing the project operations and investments, performing outreach and other promotional activities with the culture of entrepreneurship, openness, and integrity and monitoring its functioning.● The Sr. Consultant will be responsible to plan and execute activities within the pre-approved quarterly budget including verification and recommendation of the release of operating expenses³, ensuring proper implementation and strict monitoring of annual plans, budgets and targets.● The Sr. Consultant will be responsible to direct the Finance team to prepare annual budgets, completing risk analysis on potential investments, and advising the Board of Directors with regard to investment risk and return.● The Sr. Consultant will be responsible for the Financial Statements of the Company and other compliances.● The Sr. Consultant will be responsible to present the company's progress and discuss the future plans in the Board meeting held on a periodic basis.
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