



## Advertisement for post of Chief Operating Officer DST-BITS Technology Enabling Centre, BITS Pilani

<b>About BITS, Pilani</b>	The Birla Institute of Technology & Science, (BITS Pilani) is an Institution declared as Deemed to be University under Sec. 3 of the UGC Act in 1964 and is a renowned Science and Technology institute. In 2018, BITS Pilani was recognized as an “Institution of Eminence (IoE)” by the Ministry of Education, Government of India. BITS Pilani operates from 5 locations at Pilani, Goa, Hyderabad, Mumbai, and also has an international campus, in Dubai, UAE.
<b>About Programme</b>	BITS Pilani has set up a Technology Enabling Center (TEC), a program, under the TTI Division of the Department of Science and Technology (DST), GoI. The objective of TEC will be to create an enabling Ecosystem for Technology Development, processes, and support system for regional academic institutes, MSME, industry, and start-ups and to provide a platform to network researchers with other institutes, National laboratories, and industry. BITS-TEC hub will act as a catalyst and sensitize the regional stakeholders to the best practices of Research and intellectual management through structured support in policy implementation, IP creation and protection, technology improvement, product development and validation, and technology transfer.
<b>Post/Job Title</b>	Chief Operating Officer (COO)
<b>Project Duration</b>	Four Years
<b>Job Type</b>	Temporary; Co-terminus with the project
<b>Reporting to</b>	Coordinator/Co-coordinator of BITS Pilani TEC
<b>Will also work very closely with</b>	The management committee of TEC
<b>Job Location (No.)</b>	Pilani Campus, Pilani, Rajasthan (One)
<b>Principal Accountabilities &amp; Responsibilities</b>	<ul style="list-style-type: none"><li>• Work towards achieving the overall goals and annual targets set up by the Program Advisory Group of BITS TEC</li><li>• Lead and execute multifarious operational roles like – project management, business development, financial reporting and administration. The Job description is exhaustive, and the post holder may, from time to time, be required to undertake other related duties.</li><li>• COO will manage all aspects of the BITS TEC to drive and oversee programs to deliver targets agreed under the BITS TEC program. Should work closely with the BITS TEC Coordinator, and Co-Coordinator along with the execution team.</li><li>• Direct and manage processes of BITS TEC as per the TEC mandate.</li><li>• Policies: Establish policies that promote BITS TEC vision, mission and culture, including research, innovation and technology development partnerships with Industry, collaborative research with various stakeholders, IPR management, content/schedule for training, skilling, mentor engagement, incubator, venture creation policies, and others.</li><li>• Documentation: Ensure documentation is issued appropriately, tracked, and regulatory, audits and other compliances are adhered to and provide information for management reporting and prepare reports as necessary.</li><li>• Documentation &amp; Statutory compliances: COO will work directly with the team for the implementation of the individual programs and for gathering relevant information for any grant, financial operations (PFMS), accounting and auditing, preparing and submitting reports to PAG and Mission.</li></ul>



	<ul style="list-style-type: none"> <li>Onboarding of regional stakeholders: Develop and execute the strategy with individual program managers for outreach, scouting, evaluating, selection, and on boarding of quality and innovative R&amp;D projects, start-ups, companies etc.</li> <li>Operational and engagement strategy: Develop, and execute a rolling calendar for the TEC, both internally and externally.</li> <li>Publicity and communication: Manage communication and community outreach about TEC and its activities through media, including print, social media, television, and events.</li> <li>Ecosystem Engagement: Work with various stakeholders from government, corporate, business consortium, investors/donors, and foundations for the furtherance of activities and financial sustainability of the BITS TEC.</li> <li>Technology Commercialization: To pro-actively facilitate IP creation, product development, technology commercialization and deployment activities.</li> <li>Entrepreneurship Development: Closely coordinate with incubator managers to promote venture creation, prototype development, incubation, mentoring programs and session and create platforms to bring Industry collaborations and investment in the specified areas.</li> <li>Other tasks may include work given by the coordinator as and when necessary</li> </ul>
<b>Other Skill and Ability Requirements</b>	<ul style="list-style-type: none"> <li>A successful and dynamic industry professional looking for a challenging opportunity in order to achieve the goals of the BITS TEC.</li> <li>Prior demonstrated experience in IP management, licensing, technology transfer and commercialization of research into products, negotiation and agreements with industry, association, and similar organizations.</li> <li>Effective communication, collaboration/partnership, organizational development and planning.</li> </ul>
<b>Qualification and Personal Profile</b>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>PhD in science or equivalent from a recognized university with at least 1 year of relevant experience in R&amp;D, IP/technology, and innovation management.</li> <li>or</li> <li>Master’s degree in engineering/technology or equivalent from a recognized university with at least 3 years of relevant experience in R&amp;D, IP/technology and innovation management.</li> </ol> <p><b>Desirable:</b> A candidate with IP and techno-management experience</p>
<b>Upper age limit</b>	45 Years
<b>Annual Salary</b>	As per DST norms [Rs. 78000/- Month (+ HRA as per institute norms) with 5% increment after every 2 years]

➤ **Application process:**

- Eligible candidates may please apply by 30<sup>th</sup> June 2024 with a detailed CV using the online form available at: <https://forms.gle/YwWL5RFj3n8kj5Va6>

(If the link doesn’t work then please copy and paste it in the web browser)

- For queries, contact at the following email ID: [tec.bits@pilani.bits-pilani.ac.in](mailto:tec.bits@pilani.bits-pilani.ac.in) or [deepak.chitkara@pilani.bits-pilani.ac.in](mailto:deepak.chitkara@pilani.bits-pilani.ac.in)

**NOTE:**

- Positions mentioned are purely temporary and for the period of duration of the project. Renewal of the position is subject to a satisfactory annual performance review. If performance is found “Not satisfactory”, position can be terminated with one month of prior notice.
- No TA/DA will be paid for attending the interview.

