

# SCTIMST-TIMed

## Technology Business Incubator for Medical Devices and Biomaterials

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<https://tips.timed.org.in>

### Requires team for TECHNOLOGY TRANSFER OFFICE PROJECT funded by BIRAC

Applications are invited for the following positions in the **TECHNOLOGY TRANSFER OFFICE (TTO)** project funded by BIRAC on contract basis. The project aims at strengthening Technology Transfer, IPR & Commercialisation activities in the various universities and institutions in the region, conduct training and capacity building programs, and strengthen TTO cluster.

For all positions, attributes such as pleasing personality with good communication skills, good writing and documentation skills, ability to work in team, multi-tasking and proficiency to use IT Tools with ease are expected. **Team members of TTO must possess high level of integrity as the role involves handling confidential information of several researchers and organisations.**

#### 1. PROGRAM MANAGER-TTO

Must be an experienced professional with rich exposure to Academia-Industry Interactions and be able to take a lead role in the operations of TTO. Must have in depth understanding of Technology Transfer models, IPR management, licensing etc. as well as current and emerging technology trends. Must be capable of supervising and guiding the team and be competent to achieve deliverables of the project.

**Qualification:** Ph.D. in Life Sciences/ Biotechnology/Agriculture/Engineering/Public Health or B Tech with MBA (full time) from Premier Institutes or M. Tech (Biomedical /Biotechnology /Electronics /Electrical /Mechanical).

**Experience:** Minimum 5 years of experience in industry / academia / research organization relevant to the role (technology management / IPR management / technology transfer and licensing/ preparation of market reports and techno commercial activities).

**Desirable:** Degree in law, Excellent communication skills, experience in program management.

## **2. REGISTERED PATENT AGENT/ ASSOCIATE - INTELLECTUAL PROPERTY /**

To provide Intellectual Property Services such as Patent Search, Novelty Search reports, FTO reports, drafting and filing patent applications, develop training materials, content and provide training in IP management including use of IP tools and software, IP laws and rules, drafting, licensing etc.

**Qualification:** Postgraduates in Science/Engineering/Agriculture

**Experience:** Minimum of 2 years in IPR management activities in industry, academia, research organisation or patent attorney firm, knowledge of IP laws and rules, good patent drafting skills, valuation and licensing of IP.

**Desirable:** Patent agent exam / Training in IPR / Degree in law, PhD in Science/Engineering.

## **3. ASSOCIATE - BUSINESS DEVELOPMENT**

To carry out business promotion and marketing activities of TTO, develop leads, identify opportunities for revenue generation, structure collaboration with other organisations

**Qualification:** Science post graduates or Engineering Graduates, with full time MBA from reputed Institutes/ M Tech/ PhD.

**Experience:** Minimum 3 years of relevant experience in business development activities and outreach activities in incubators, universities or tech companies

## **4. EXECUTIVE ASSISTANT/ ASSOCIATE**

To develop digital content for training, implement and manage digital initiatives and social media for marketing, promotion or communication to reach out a wider audience of beneficiaries, to create impact for the programs, to create digital repository of documents and training materials etc

**Qualification:** Degree with relevant skills.

**Experience:** Minimum 1 years of relevant experience in the above activities in reputed organisations, start-ups, incubators etc. Depending upon the profile and work experience of the candidate, full time or part time basis may be considered.

## 5. ENGINEER/ ASSOCIATE (INFORMATION TECHNOLOGY/ COMPUTER)

To coordinate design, development and execution of a web portal for TTO activities, manage the social media, creatively design and develop digital communication channels, manage the network and internet backbone, manage and support online activities, maintain the computers and IT hardware/software

**Qualification:** B Tech/ MCA/ MS.

**Experience:** Minimum 2 years of demonstrated relevant experience

### **General Information:**

- For all positions, qualifications & experience may be relaxed in the case of exceptional candidates. Positions may not be filled if suitable candidates are not found. Part time positions may be considered where feasible.
- All positions are temporary and purely on contract basis.
- For all positions, a consolidated salary based on qualification and experience will be offered.
- The appointment is made by SCTIMST-TIMED which is a not-for-profit registered society.
- SCTIMST-TIMED provides a conducive work environment for learning and professional growth

Those who believe that they fit the requirement may apply attaching an UPDATED CV with RECENT photo and a note outlining why they feel they are suitable for this job and how they can contribute to the position applied for.

Please submit your applications before **15<sup>th</sup> March 2023** by email to **timed.office@gmail.com** marking the NAME OF POST APPLIED FOR in the subject line of email

Only shortlisted applications will be intimated about the next stage of selection process.

01/03/2023

Chief Executive Officer

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