

**IMMEDIATE REQUIREMENT OF  
PROJECT COORDINATOR (NIDHI PRAYAS) on Contract**

SCTIMST-TIMed is a not for profit Technology Business Incubator for Medical Devices and Biomaterials at Sree Chitra Tirunal Institute for Medical Sciences & Technology, Poojapura, Trivandrum. TIMed is currently running a NIDHI PRAYAS project as a PRAYAS CENTRE of Dept. of Science & Technology, GOI for supporting entrepreneurs/innovators for the idea to proof of concept stage.

**TIMed is looking for a dynamic person to coordinate this project as a  
PROJECT COORDINATOR (on Contract)**

**Job description & requirements:** The candidate is responsible for announcing call for application under Prayas, arranging screening of applications, conducting the selection committee meeting, issuing the letters of selection, disbursement of grants, scheduling periodic reviews and monitoring progress, ensuring utilisation of funds and timely reporting to DST on progress etc.

The candidate is also expected to arrange for mentorship and training activities/events for the benefit of the Prayasees and facilitating IPR protection.

The candidate must be well versed with social media tools for promoting and outreach activities.

Must maintain confidentiality of all the projects of innovators and startups.

Must have excellent communication skills.

Must also be able to take care of the PRAYAS SHALA (digital fabrication lab) activities

**Qualifications & Experience:** M. Tech in Biomedical/EC/Mech/EEE/CS or B. Tech in the same disciplines with full time MBA from reputed Institutes and minimum three years experience in coordination of programmes in reputed organizations, preferably in biomedical sector.

**Consolidated Salary:** Rs 30,000-50,000 PM depending upon qualification and experience. Higher salary may be considered for candidates with higher qualifications and experience

Nature of Engagement is purely on contract basis initially for one year and may be extended depending upon continuity of Nidhi Prayas project funding from DST

Mode of application: Apply with updated CV with names of two references and latest photo by email to: [timed.office@gmail.com](mailto:timed.office@gmail.com) with subject line marked **as Application for Nidhi Prayas Coordinator**

Only those who can join immediately if selected need apply.

20 Jan 2025

Chief Executive Officer