



भारतीय प्रबंध संस्थान संबलपुर
INDIAN INSTITUTE OF MANAGEMENT SAMBALPUR
Basantpur, Goshala- 768025 Sambalpur (Odisha)
www.iimsambalpur.ac.in

1. **Chief Executive Officer:**

Job Title: Chief Executive Officer (CEO) of IIM Sambalpur I - Hub Foundation (A Section 8 Company of IIM Sambalpur)

Location of Posting: To be post at IIM Sambalpur, Basantpur, Odisha Campus / IIM Sambalpur (Delhi Campus)

No. of Posts: 1

Nature of Post: The vacancy is proposed to be filled-up purely on contract basis for a period of 2 years. The contract may be extended up to another 3 years based on performance and requirement of the Institute.

Age limit: Not exceeding 45 years. However, for exceptional cases the Expert Selection Committee may relax the upper age limit.

Eligibility Criteria:

(a) Educational and other qualifications:

- Post-graduation in any discipline, with bachelor's degree in sciences, technology, engineering, or math (STEM).
- Fluency in spoken and written English
- Post-graduation in Management and/or Corporate Law (Desirable)

(b) Work Experience (Essential):

An individual with an impeccable track record with a minimum 10-12 years of overall experience in the industry, Start-up (as founder/co-founder/Managing Director/ Chairman/CEO) and/or an enabler of Start-up, Innovation & entrepreneurship ecosystem by virtue of managing/leading reputed innovation & start-up promoting organizations/incubators/accelerators/centers-of- excellence/entrepreneurship development cells /mentoring organization etc. or their flagship programs.

Job Description:

- The CEO in consultation with the Chairman of Incubation cell, will develop vision, strategy and business model to achieve the objectives of the Company.
- The CEO will closely work with the Incubation cell and report to the Director for implementation of strategy, review, and plan for continuous improvement.
- The CEO will be required to give direction to the Company towards establishing it as a key player in incubation/acceleration space which includes establishing world class incubator(s), strategy to build, execute& scale incubation programs, outreach activities, measure impacts, collaborate with the partners/stakeholders of the start-up/entrepreneurial ecosystem, etc.
- The CEO will be required to provide overall strategic guidance, formulation procedures, guidelines, best practices etc. for co-ordination, consolidation, synergy and success of incubator(s) & incubated start-ups. The CEO will mentor and encourage start-up ventures to in
- novate, promote the culture of innovation, help them in converting ideas into products/IPs & commercialization, create significant value for start-ups, investors & incubator.
- The CEO will be required to liaise, develop, and strengthen relationships with Govt., 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 CEO will be responsible to plan & execute activities within the pre-approved quarterly budget including verification & recommendation of release of capex/operating expense, ensure proper implementation and strict monitoring of annual plans, budgets, and targets.

- The CEO will be responsible for preparation of annual budgets, complete risk analysis on potential investments, and advise the Board of Directors with regard to investment risk and return.

Compensation: Remuneration (consolidated) is negotiable and will be based on the professional competence and experience of the candidate. The annual increment maybe introduced in the second year based on the Annual Performance Review and requirement of the institute.

2. Placement Officer - (Contract)

Job Title: Placement Officer cum Corporate Relationship Officer of IIM Sambalpur

Location of Posting: To be post at IIM Sambalpur, Basantpur, Odisha Campus / IIM Sambalpur (Delhi Campus)

No. of Posts: 1

Nature of Post: The vacancy is proposed to be filled-up purely on contract basis for a period of 2 years. The contract may be extended up to another 3 years based on performance and requirement of the Institute.

Age limit: Not exceeding 45 years. However, for exceptional cases the Expert Selection Committee may relax the upper age limit.

Eligibility Criteria:

(a) Educational & other qualifications: Post-graduate degree in Management from a reputed University / Institute with a minimum of 55% marks or equivalent grade point average. The person should have excellent analytical abilities with an eye on the market conditions and be an effective leader with high degree of personal drive, entrepreneurial spirit & people skill. He/ She should be proficient in man-management with excellent interpersonal skills and ability to network with employers to create enhanced opportunities for employment.

(b) Work Experience: Post qualification experience of at least 8 years in placement activities out of which 2 years in independently handling placement functions of a reputed Management Education Institute/ Commercial organization of national / international repute/ IIMs / IITs / Top 50 ranked Management Institute as per NIRF 2021.

Job Description:

- To coordinate with industry on behalf of the Institute. The Placement Officer is expected to travel extensively to meet the corporate representatives.
- To project the image of the institute through professional client relationship.
- To design and get the placement brochure printed.
- To contact companies and invite them to the campus or to arrange for the campus placement activities including video-conferencing.
- To interact with media and prepare placement report.
- To coordinate with students and be sensitive to their needs and motivate them, if necessary.
- The candidate should be well versed in marketing the institute with the external stake holders.
- He / She shall report to the Chairperson, Placement.

Compensation: Remuneration (consolidated) is negotiable and will be based on the professional competence and experience of the candidate. The annual increment maybe introduced in the second year based on the Annual Performance Review and requirement of the institute.

How to Apply:

Candidates fulfilling the **eligibility criteria need to send their completely filled signed application** on the prescribed ***Application Form*** along with the self-attested copies of testimonials and latest passport size photograph to “**Officer In-charge (HR), Indian Institute of Management Sambalpur, Basantpur, Near Goshala, Sambalpur (Odisha) – 768025, Mob.no- 7064410817** through Registered/Speed Post only in a sealed envelope super scribed “**Application for the post of (Name**

of the post applied) in IIM Sambalpur” on or before the last date, which is **20.02.2024**. In addition to the same the PDF version of scan copy of your application form to be send to recruitment@iimsambalpur.ac.in email id by **20.02.2024** up to **4.00 pm**. Hand delivery of applications will not be accepted.

Selection process:

- Applications received by the last date shall be screened by a duly constituted Expert Selection Committee. Therefore, applicants are required to go through the eligibility criteria carefully and ascertain for themselves regarding their eligibility before applying
- The ‘screened-in’ candidates shall be called for the selection process.
- The candidates, at the time of selection process, must bring all supporting documentation in original for verification and one set of duly self-attested photocopies of those documents.

Other general terms & conditions:

- The institute reserves the right to include in the recruitment process, those suitable candidates too, who may not apply.
- Candidates are advised to visit the website of IIM Sambalpur (www.iimsambalpur.ac.in/careers) regularly for updates. Amendments, corrigenda (if any), will be placed on the Institute website only.
- The institute reserves the right not to fill up the position.
- Applicants should satisfy the experience criteria as on the date of applications. Duration of PhD (and experience acquired therein) will not be counted as experience. Only officer and higher-level experience would be counted.
- Mere fulfilment of qualifications and experience does not entitle a candidate to be short-listed. The institute reserves the right to restrict the candidates to be called for the selection process to a reasonable number based on relevant criteria, higher than the minimum prescribed.
- Applications should be complete in all respects. Additional sheets as needed may be used and referenced suitably. All information furnished MUST be based on supporting documentation (which will be called for, from short-listed candidates). Incomplete/incorrect/sketchy applications are liable to be rejected.
- It is reiterated that no copy of any certificate/supporting documentation need be attached/submitted, at this stage. Such proof would be sought later, ONLY from short-listed applicants.
- If selected, candidates employed in Organizations/Institutions (including Autonomous Institutions) under the Government (Central or State); or Public-Sector Undertakings (Central or State) must produce a Relieving Letter at the time of reporting for duty.
- The Institute will communicate only with short-listed candidates. No correspondence from applicants shall be entertained.
- Canvassing in any form will be a disqualification.
- In all matters of selection, recruitment, appointment and service, the interpretation and decision of the Competent Authority of the institute shall be final and binding.
- Disputes (if any) shall be subject to jurisdiction of the competent courts of the city of Sambalpur and/or Odisha, India.

