

Applicants are required to appear for **Virtual Interview** with prior intimation to hr@kiht.in before **23rd February 2026**. Kindly send your profile with educational certificates, pay-slips for the recent three months, experience certificates and other documents. Shortlisted Applicants will be intimated over email with interview dates (**04.03.2026, 05.03.2026, 06.03.2026 and 07.03.2026**) along with the virtual link on or before **2nd March 2026**.

Scientist - Biovalley Incubation Council

Terms of Reference:

1. We are seeking a dynamic and detail-oriented professional with expertise in startup management and laboratory quality systems.
2. The role involves managing rent & revenue follow-ups across all Valley startups, overseeing startup operations, and ensuring effective functioning of the Serology & Infectious Diseases Testing Laboratory.
3. The ideal candidate will be responsible for maintaining ISO 17025 & ISO 15189 compliance, managing documentation, and implementing a robust Quality Management System (QMS).
4. Additionally, the role includes coordination and execution of lab testing activities and support for R&D projects.
5. Monitoring & Reporting: Track project progress, prepare detailed reports, maintain
6. incubation MIS, and manage content creation for newsletters, websites, and social media.
7. Event & Workshop Facilitation: Plan and conduct innovation events, hackathons, demo days, training sessions, and financial literacy workshops to promote entrepreneurial growth.
8. Content & Communication: Draft and disseminate program-related content, policy briefs, and best practices. Excellent written and verbal communication in English is mandatory.
9. Team Leadership: Coordinate with internal teams such as E-cell, outreach, marketing, and research for cohesive project delivery.
10. Willingness to Relocate & Travel: Must be ready to relocate independently and travel based on project needs.
11. Other Responsibilities: Execute capacity building programs, coordinate with

Eligibility:

1. Qualification: B. Tech, M. Tech Biotechnology/ MBA or equivalent Management Studies degree. (or equivalent).
2. Participation in National Capacity Building & Incubation Leadership Programs.
2. Experience: Minimum 2–3 years in project or program management, incubation, or startup ecosystems.
3. Age Upto 35 years