

Applicants are required to appear for **Virtual Interview** with prior intimation to [hr@kiht.in](mailto:hr@kiht.in) before **23<sup>rd</sup> 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 **2<sup>nd</sup> March 2026**.

### **Scientist - Medivalley Incubation Council**

#### **Terms of Reference:**

1. Project Coordination & Execution: Oversee and execute government and embassybacked incubation programs, startup cohorts, innovation challenges, and accelerator initiatives.
2. Stakeholder Engagement: Collaborate with key stakeholders including foreign embassies, government departments, funding agencies, incubatees, and academic institutions.
3. Program Implementation: Manage incubation cohorts, entrepreneurship workshops, and startup support programs across diverse sectors including healthcare, education, and women empowerment.
4. Mentoring & Startup Support: Identify and guide startups and student entrepreneurs, review business plans, facilitate mentoring, and provide handholding support throughout the incubation lifecycle.
5. Monitoring & Reporting: Track project progress, prepare detailed reports, maintain incubation MIS, and manage content creation for newsletters, websites, and social media.
6. Event & Workshop Facilitation: Plan and conduct innovation events, hackathons, demo days, training sessions, and financial literacy workshops to promote entrepreneurial growth.
7. Content & Communication: Draft and disseminate program-related content, policy briefs, and best practices. Excellent written and verbal communication in English is mandatory.
8. Team Leadership: Coordinate with internal teams such as E-cell, outreach, marketing, and research for cohesive project delivery.
9. Willingness to Relocate & Travel: Must be ready to relocate independently and travel based on project needs.
10. Other Responsibilities: Execute capacity building programs, coordinate with international bodies for innovation funding, and contribute towards strategic growth of MVIC.

#### **Eligibility:**

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