



GONDWANA UNIVERSITY

Gadchiroli – 442605 (M.S.)



TribeTech Community Entrepreneurship Foundation (TRICEF)

(A Section 8 Company)

Incubation Centre of Gondwana University, Gadchiroli

Advertisement No. TRICEF/03/2024

Applications in the prescribed format are invited from the eligible candidates for the following Posts to be filled in by TRICEF, Incubation Center which is promoted by Gondwana University, Gadchiroli & supported by Maharashtra State Innovation Society (MSInS). These appointments will be purely on contract basis for a initial period of 1 year and shall be continued for the same period after performance appraisal. The candidates appointed will not be entitled to claim the regular appointment.

Following compensation will be offered to desiring candidates. The compensation stated is indicative and can be altered as per the expertise & experience of the candidate.

Sr. No.	Name of the Post	No of Post	Salary*
1	Manager-Incubation Services	01	Rs. 35,000 PM
2	Content/Web Developer	01	Rs. 12,000 PM

*Negotiable based on experience and performance of the candidate.

Application should include detailed CV of the candidate as per the format provided (See Appendix-1)

TRICEF Gadchiroli reserve the right to fill or to modify or to alter or to cancel the advertisement at any stage.

Detail formats can be downloaded from the URL <https://unigug.ac.in> Send 2 copies of completed application form along with relevant certificates to "The Director, Innovation, Incubation & Linkages, New Examination Building, Gondwana University, Gadchiroli - 442605 (M.S.)". The envelope containing application should be superscribed with Advertisement No. "TRICEF/03/2024" and Application for the post of ".....".

The last date for submitting duly completed application in the prescribed format along with relevant certificates (academic/work experience etc.) is on or before 04.12.2024.

Date: 26.11.2024

Chairman
TRICEF Incubation Center
Gondwana University, Gadchiroli

1.0 Incubation Operations Executive / Manager (Incubation Services)

➤ Job Profile

- The Manager-Incubation Services is to be appointed under the aegis of Section 8 Company, TRICEF and will be the operational head reporting to CEO.
- The Manager-Incubation Services is required to be self-motivated and shall handle all day-to-day functioning of the TRICEF especially related to the incubation services to be provided to the start-ups, a successful in nurturing start-ups, give strategic direction to the company, build and scale-up pre-Incubation & incubation programs.
- The Manager-Incubation Services shall conduct inspirational events and capacity building programs among the stakeholders of the society in a manner so as to enable incubated start-up companies and individual entrepreneurs to develop their businesses.
- The Manager-Incubation Services shall conceptualize, compile, and put together papers and presentations, documents, proposals, etc. towards scaling up the Incubation Services of the Incubation Centre.
- The Manager-Incubation Services will be reporting to the Director-Innovation, Incubation and Linkages, Gondwana University, Gadchiroli.

➤ Essential qualification, experience, and age:

- The candidate should have minimum bachelor's degree accredited and nationally reputed Institute / university.
- Minimum 04 years of experience (at not less than manager designation) out of which about 3 years in the start-up ecosystem (Innovation / Entrepreneurship domain, either as a start-up founder / co-founder / Core team member / key employee of a start-up and / or lead position promoting in a start-up) or in a reputed industry.
- Minimum age of the candidate should be around 30 years.
- Qualification and age mentioned here can be relaxed based on the experience of the candidate.

➤ Desirable Experience

- Candidate with outstanding experience of entrepreneurship / working in start-ups / Incubators to scale up / market development / raising the funds from credible sources / angel investors or even expanding his own start-up.

2.0 Content/Web Developer

➤ Job Profile

- The Content/Web Developer is to be appointed under the aegis of TRICEF and will be the posted at TRICEF Incubator office, a not-for profit, Section 8 Company of Gondwana University, Gadchiroli.
- The Content/Web Developer shall be proficient in Graphics designing and DTP related work and shall also be responsible for photography and videography. He/she should also possess effective interpersonal, written and verbal communication skills.

- The Content/Web Developer shall possess multi-tasking skills to manage incubation related content/Web development for website, publicity, marketing and social media handles.
- The Content/Web Developer shall be primarily able to handle all duties professionally and in a timely manner. Besides, he/she should also be able to maintain and update the developed contents. As part of his/her job role, he/she should be able to greet and assist clients with any of their queries.
- The Content/Web Developer will be reporting to the Director-Innovation, Incubation and Linkages, Gondwana University, Gadchiroli.

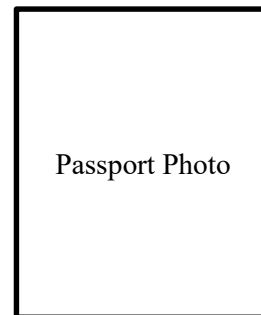
➤ Essential qualification, experience, and age:

- The candidate should have bachelor's degree in any discipline from accredited and nationally reputed institute / university with relevant skill/expertise in Content/Web development / Advertising / Digital marketing / Web development or any other such relevant fields.
- Experience if any, is desirable but not essential.
- Minimum age of the candidate below 30 years.
- Qualification and age mentioned here can be relaxed based on the experience and expertise of the candidate.

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Advertisement No. TRICEF/03/2024

Application Form

To,
The Director,
Innovation, Incubation & Linkages,
Gondwana University, Gadchiroli-442605



Subject: Application for the post of “.....”.

Respected Sir,

I, hereby, submit my application for the post mentioned above, with the following details:

1. Name in full (in capital letters)

Mr./Ms.-

2. Postal Address in full :-

Mobile No.-

Email Id:-

3. Date of Birth:

4.Age:

5.Sex:

6. Category:

7. A) Nationality:

B) Languages Known:

6. Educational Qualification/s:

Examination Passed	University/Board	Month and Year	Subjects		% of Marks	Grade

7. Experience:

Organization/Company	Position held	Nature of the appointment	Period of Appointment		
			From	To	Total

8. Name, Addresses & contact number of two persons to whom reference may be made.

9. List of Documents Enclosed:

Declaration

I, hereby, declare that all information submitted in this application and in its accompaniments is true, complete and correct to the best of my knowledge and beliefs. I accept that in the event of any information being found false, incomplete, or incorrect, my candidature/appointment is liable to be cancelled/terminated at any stage. I have read carefully all instructions given in the concerned advertisement.

Place:

Date:

Name and Signature