



दिल्ली कौशल एवं उद्यमिता विश्वविद्यालय
DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY
(A State University Established under Govt. of NCT of
Delhi Act 04 of 2020)
Sector 9, Dwarka, New Delhi – 110077

**RECRUITMENT FOR THE POST OF 'MANAGER – MEDIA & COMMUNICATION' FOR
DSEU INNOVATION & INCUBATION CENTER FOR ENTREPRENEURSHIP (DIICE)**

The Delhi Skill and Entrepreneurship University (DSEU) was established in August 2020 by the Government of NCT of Delhi (GNCTD) to equip students with world-class skill education to enable access to aspirational jobs and inculcate an entrepreneurial mind-set. DSEU aims to create a win-win for the youth and the industry by addressing the existing gaps in skill training. The University wishes to change the existing paradigm of skilling, transforming it in a way that makes skill acquisition aspirational. It aims to provide opportunities to everyone interested in up-skilling, and re-skilling.

In addition to this, DSEU has set-up an incubation center (DSEU Innovation & Incubation Centre for Entrepreneurs - DIICE) to support the entrepreneurial aspirations of its students and other external budding entrepreneurs. The incubator plans to run the following 4 programs currently:

- **'Business Blasters' program:** To support top 100-150 teams of grade XI & XII student entrepreneurs selected out of 51k+ teams across the government schools in Delhi. Each has been funded by a pool of donors/investors during an investment expo. Subsequently, the teams will now be incubated for business development at DSEU.
- **'SME' program:** To support ventures which aim to create small to medium businesses on the lines of existing business models, since DSEU runs multiple programs which encourage freelancing/setting up businesses (for e.g., Diploma in Interior Design, Diploma in Fashion Design, B.A. in Aesthetics & Beauty Therapy, etc.)
- **'Growth & Innovation' program:** To support ventures working on product or process innovations
- **'Women entrepreneurship' program:** To support aspiring women entrepreneurs living in disadvantaged parts of Delhi to set up micro-businesses.

The incubator intends to hire for the following position:

1.	Name of Position	Manager – Media & Communication
2.	Number of Positions	1 (one)
3.	Method or Recruitment	Contract based through open market
4.	Age limit	Candidate should be below 32 years of age as on the date of advertisement
5.	Period of contract	One year (may be extended upto 2 years based on discretion of the competent authority)
6.	Remuneration (per month)	Rs 60,000/-
7.	Education qualification	<u>Essential:</u> Post- graduate degree or B.Tech with minimum 60% or above in any field preferably in media studies or mass communication from a reputed institution
8.	Experience	<u>Essential:</u> 1 year of experience preferably of leading content development for websites & social media and organizing small-medium scale offline/online events.

		<p>Preference will be given to candidates with experience:</p> <ul style="list-style-type: none"> ● Working in/co-founding a start-up ● Curating digital training content on open web
10.	Key Roles & Responsibilities	<p>The individual shall be responsible for:</p> <ul style="list-style-type: none"> ● Designing posts/content for & managing the official social media handles & website of the incubator ● Identifying & inviting relevant experts from industry/academia to conduct training sessions for incubated start-ups, basis training requirements provided by 'program managers' (who will be working directly with start-ups) ● Defining the itinerary for and leading end-to-end organization of all training/upskilling related events for the incubator ● Supporting the 'program managers', who are working directly with start-ups, by supplementing the digital repository of curated learning & development content basis requirements shared by them. ● Any other duties & responsibilities assigned by the competent authority