



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 'PROGRAM MANAGER - BUSINESS BLASTERS PROGRAM' 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, specific to the 'Business Blasters' program:

1.	Name of Position	Program Manager – Business Blasters Program
2.	Number of Positions	5 (five)
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 further upto 2 years based on discretion of the competent authority)
6.	Remuneration (per month)	Rs. 60,000/-
7.	Education qualification	Essential: Post-graduate degree or B.Tech with minimum 60% or above in any field from a reputed institution Preference will be given to candidates holding UG/PG degrees in relevant fields like entrepreneurship.
8.	Experience	Minimum professional experience of 1 year Preference will be given to candidates with experience of: <ul style="list-style-type: none">• Building new business verticals in their previous organizations

		<ul style="list-style-type: none"> ● Working in/co-founding a start-up ● Working in consulting or advisory services ● Working in the social sector in a mentoring, teaching or coaching capacity
10.	Key Roles & Responsibilities	<p>Hired individuals shall be handed over the responsibility of supporting 10-15 student start-up ventures graduating from the 'Business Blasters' program (of the Delhi Govt.), which are to now be incubated at DIICE.</p> <p>The individual shall be responsible for:</p> <ul style="list-style-type: none"> ● Guiding ventures with the basics of 'Business Management' to help set up scalable businesses for the ventures (for e.g.: setting-up sustainable sourcing channels beyond existing neighborhood sources) ● Supporting ventures in defining their 1st year's targets for business development, with quarterly milestones ● Support ventures in managing HR issues such as induction/exit of members, conflicts in opinion, etc. ● Identifying common upskilling needs across ventures, defining the requirements for 'knowledge sessions' to address them, and communicating to relevant stakeholders in the incubator management (for e.g.: sessions on how to do accounting, etc.) ● Assessing targeted mentorship needs (beyond basic business management guidance) of each venture & identifying/mapping the right mentors from the mentor pool to address these needs ● Collecting & analyzing monthly/quarterly feedback from both mentors & ventures to ensure a fruitful engagement between them ● Tracking regular progress of each venture against the defined milestones & solving for poor progress with the venture through brainstorming sessions (in partnership with mentors & CEO, as needed) ● Providing support to ventures by being a part of investor conversations, with the intention of safeguarding individual student & venture interests ● Providing guidance on developing a pitch deck, business plan, revenue & cost projections, funding requirements, etc. ● Any other duties & responsibilities assigned by the competent authority