



SURAT SMART CITY DEVELOPMENT LTD.
Office Address: 1st Floor, Surat Municipal Corporation South
Zone Office, Udhna, Surat-394210



Purely on Contractual Basis Recruitment Notice

NOTICE: INVITING APPLICATION FROM INDIVIDUAL PROFESSIONALS

Surat Smart City Development Ltd. hereby invites Online Applications from Individual professionals for the following position purely (on contractual basis) for 11 months:

Sr. No.	Name of Position	No. of Post
1	Chief Executive Officer (CEO), AIC SURATi iLAB	01

For more details about the position, please visit websites – www.suratmunicipal.org, www.suratsmartcity.com and www.suratiilab.org. Interested candidates need to apply online on these websites.

Last date and time for submission of online applications on above mentioned websites is **31st May, 2022 till 5:00 PM.**

SSCDL/ADV/No-03
Date: 17/05/2022

Sd/-
Chief Executive Officer
SSCDL

Surat Smart City Development Ltd. hereby invites Online Applications from Individual professionals for the following position purely (on contractual basis) for 11 months:

Position: Chief Executive Officer (CEO), AIC SURATi iLAB

No. of Post: 01 (One)

Type of Appointment: Contractual appointment for 11 months

Qualification & Experience

1. Must have Degree in Engineering and Management fields.
2. 10 Years of Relevant Experience in Industry including minimum 2 years experience in incubation/start up support.
3. Must have International Experience working with MNCs.
4. Must have led a team of professionals with multi-functional expertise during the course of his Industry experience.
5. Additional knowledge & education in enterprise management, entrepreneurship development, law etc. would be an additional advantage.

Desired

1. Experience of starting his/her own venture.
2. Large Network with Industry, Educational Institutes, Experts in various fields, Investors, VC funds, Lenders etc.
3. A Go-getter, dynamic individual with his own vision for AIC SURATi iLAB Foundation.
4. Understanding of Start-up and Entrepreneurship ecosystem of Gujarat

Selection Process

- a. Shortlisted Candidates will have to give presentation covering planning, execution, implementation road map, self sustainability model for AIC SURATi iLAB Foundation.
- b. Selected Candidates from presentation round will be eligible for personal interview.

Roles & responsibilities

- Establish the city level Innovation and Incubation Centre.
- Manage SURATi iLAB Foundation in a sustainable and growth-oriented manner in terms of increasing the profile, diversity and competence.
- Promote local collaboration and build brand Surat.
- Promote ideas, products, entrepreneurs and startups in Surat.
- Manage the day-to-day operations of AIC SURATi iLAB.
- Attract funds through Grants and other means.
- Design strategies to attract and build on partnerships with the leading Industries, MNCs, Industry Associations, Academic Institutes, etc.

- Administer the earnings and expenses related to the operations and expansion of the Lab under the directions of the Governing Body of the Lab.
- Comply with all regulatory requirements.
- Make strategic decisions to steer the Lab towards becoming a world-class Innovation and Incubation Hub for nurturing start-ups.
- Create institutional means of venture creation to broaden the pipeline of Innovations at AIC SURATi iLAB, to create value for the Institution and the region.
- Drawing projections for the company.
- Responsible for fund flow management.
- Facilitating the understanding of performance of organizational functions or units.
- Assets and liability management.
- Managing risk in relation to setting and achieving the organization's objectives.
- Implementing and monitoring effective internal control systems.
- Any other function that may be assigned by the Chairman/ MD/ Governing Body from time to time.

Remuneration

- Rs.1,25,000/- to Rs.2,50,000/- fixed per month considering the educational qualification/ working experience & performance of the candidate during the personal interview.

Age Limit -Not over 55 years.