



NATIONAL RESEARCH DEVELOPMENT CORPORATION

An Enterprise of DSIR
Ministry of Science and Technology, Govt. of India

NRDC, an enterprise of Department of Scientific & Industrial Research (DSIR), Ministry of Science & Technology, Govt. of India is engaged in the development, promotion and transfer of technologies emanating from various national R & D institutions/ universities. The Corporation offers its IPR and Technology Transfer services in wide areas like: Chemical, Agro & Food processing, Life Sciences, Mechanical, Electrical & Electronics and it acts as an effective catalyst translating innovative research into marketable industrial products. NRDC has the largest repository of Indian technologies and licensed about 2500 technologies to more than 5000 entrepreneurs/ startups/ institutes/ corporate.

The Corporation has been organizing various events and is also participating in several events organized by various other agencies across the country on a regular basis. Hence, there is a need of an appropriately qualified and experienced personnel to handle the publicity matters of the Corporation. There is also a need of having a strategic communication expert who can collate information internally and use the same for enhancing the visibility of the activities of the Corporation.

NRDC is looking for qualified and enthusiastic persons as **Assistant Development Engineers and Incubation Associate** on contractual basis to coordinate its activities as technical personnel.

No. of vacancies, Reservation, Pay Scale and Age Limit, Place of posting etc.	Qualifications & Experience	Nature of Job
Assistant Development Engineers (Two) Rs.35,000/- Onwards Age Limit : 35 years on closing date	<u>EQ & Experience</u> B.E./B. Tech in Mechanical/ Metallurgy/ Mechatronics/ Electronics & Communication from a recognized university preferably with 2 years' post	<ul style="list-style-type: none"> • Preparation of Feasibility Reports, Proforma Invoices and Marketing kits etc. • Preparation of PTNs etc. • Transfer of Technology and Marketing • Assisting in development and formulation of marketing strategy • Assisting in Erection and Commissioning of Turnkey Projects • Assisting in development of Basic Engineering Design Package

	<p>qualification experience in Research/ Industry/ Technology Transfer in a reputed manufacturing company.</p> <p>Desirable: Master degree in the relevant stream from a reputed university/institute.</p>	<ul style="list-style-type: none"> • Export of Technologies and setting up of Technology Demonstration and Entrepreneurship Park • Liaison with Research Labs/Institutes for assignment of new technologies • Evaluation of processes and upgradation of new technologies / project implementing OS and industry partners under the scheme. • Evaluation of process and upgradation of new technologies assigned to the company. • Design and Consultancy • Timely updation of monitoring portal/ website for MHI CG Scheme. • Any other work assigned by NRDC
<p>Incubation Associate (One) Rs.35,000/- Onwards</p> <p>Age Limit : 35 years on closing date</p>	<p>Bachelor's Degree in Technology/ Master's Degree in Science or Technology from a recognized University with atleast one year relevant experience/</p> <p>Desirable: Master's Degree in Tech/Engg. Post graduate diploma in Management and allied domains from a recognized University Due weightage to be given for experience of more than one year with entrepreneurs, start-ups,</p>	<ul style="list-style-type: none"> • Create policies for running the Incubation centre • Evaluate start-up applicants for incubation • Outreach and business development activities to attract and onboard deserving entrepreneurs and start-ups. • Enable entrepreneurs to access relevant resources and connections across the entire life cycle in the incubator including ideation, innovation, acceleration, investment and scale- up stages • Conduct workshops/ knowledge sessions/ events for start-ups, entrepreneurs etc. • Portfolio management of incubates • Preparing and drafting documents for participating in various schemes of the Government • Any other activity assigned by NRDC Management.

	<p>incubators or providing incubation consultancy</p> <ul style="list-style-type: none"> • Hands-on experience in equity management, fundraising, company valuation, early stage technology assets management • Experience in dealing with the innovation and entrepreneurship ecosystem. • Demonstrated ability to cultivate, build and maintain strong working relationships with entrepreneurs, mentors, industry experts, industry associations and angel investors • Excellent written and communication skills <p>Technology commercialisation.</p>	
--	---	--

Note :

- The engagement will be purely temporary on contract basis and will be co-terminus with the project tenure.
- Higher remuneration could be considered for deserving candidates.

- The Corporation reserves the right to renew or extend further engagement at its discretion on the basis of performance and need.
- The person engaged on contractual basis shall have to execute a bond and a secrecy agreement with the Corporation.
- The incumbent engaged on contract will not have any claim, implicit or explicit, for consideration against any regular post in the Corporation.
- Contract may be terminated at any time by giving one-month notice by either side.

General information for all the candidates including Terms & Conditions :-

- Age relaxation/concessions etc. to SC/ST/OBC/EWS/PWD/XSM and widowed/divorced women etc. as per Govt. of India Guidelines. Necessary certificate must be enclosed with the application form for claiming relaxation/concession.
- All reserved category candidates shall submit attested copies of the latest Caste Certificate issued by the Competent Authority on the prescribed format.
- Candidates employed in Government and Semi-Government Organizations, Defence Forces, Public Sector Undertakings, must apply through proper channel without which their candidature will not be considered. The applicant shall ensure that the application must reach before the closing date.
- The short-listed candidates will be required to bring Original Certificates/ Testimonials and a photocopy of each of them at the time of interview.
- The Corporation reserves the right to amend/alter/change/modify the number of posts or any or all of the conditions if necessary or cancel the advertisement without assigning any reasons thereof.
- Candidates are requested to provide their active email Id/Mobile phone numbers/Landline phone No. in the application form for easy contact.
- The invitation to candidates for interview merely indicates that it is felt that he/she with others may be suitable for the post and conveys no assurance whatsoever that he/she will be recommended or selected or his/her conditions specified in the application will be accepted.
- The Corporation reserves the right to screen and call only such candidates as are found Prima Facie suitable for being considered by the Selection Committee. Thus, just fulfilling the prescribed conditions would not entitle one to be called for interview.
- No correspondence whatsoever will be entertained from candidates regarding reason for not being called for interview/outcome of interview.
- The candidate is responsible for the correctness of the information provided in the application.
- If it is found at a later date that any information given in the application is incorrect false, the candidature/appointment is liable to cancelled/terminated
- No TA /DA is payable for attending the interview.
- The selected candidates have to join the duty within one month of receipt of the offer letter alongwith medical fitness certificate from the hospital recognized by NRDC for the purpose.
- Though the initial posting will be as mentioned against the post but he/she may be transferred/posted anywhere within or outside the country as the posts are transferrable.

How to apply :-

Interested candidates must send the duly filled application in the prescribed format enclosed at **Annexure-I (Technical posts)** directly on email at jobs@nrdc.in and must also forward a printout of the application by post within **15 days i.e. on or before 8th December** 2023 of publication of the advertisement at the following address:

The Manager (P&A)
NRDC, 20-22, Zamroodpur Community Centre,
Kailash Colony Extension,
NEW DELHI-110048.



**NATIONAL RESEARCH DEVELOPMENT
CORPORATION**

**20-22, Zamrudpur Community Centre, Kailash Colony
Extension**

New Delhi 110048; Phone: +91 11 29240401-07

Email: write2@nrdc.in; Website:

<http://www.nrdcindia.com>

Advt. No. 06/2023

NRDC is a PSE under DSIR, MoST, GoI with a mandate to commercialize technologies emanating from R&D Organizations. NRDC invites applications for the following posts on contractual basis:-

Asstt. Development Engineers (2)

Incubation Associate (1)

For eligibility criteria and other conditions, please see the detailed advertisement on NRDC website www.nrdcindia.com.

Candidates should send their applications by post or through email to jobs@nrdc.in within 15 days from the date of publication of this advertisement to: **The Manager (P&A), National Research Development Corporation, 20-22, Zamrudpur Community Centre, Kailash Colony Extension, New Delhi 110048.**

Annexure-I

NATIONAL RESEARCH DEVELOPMENT CORPORATION

20-22, Zamroodpur Community Centre,
Kailash Colony Extension,
NEW DELHI-110048.

Brief Bio-Data

(To be filled and submitted along with the application)

Please attach
passport size
photograph

Post Applied for: _____
Discipline : _____

- 1 Name (in Block Letters) :
- 2 (a) Communication Address :
(In Block Letters)
(b) Permanent Address :
(In Block Letters)
i) Phone No.
ii) Mobile No.
iii) Email ID
3. Father's name :
4. Date of Birth :
(As per Matriculation Certificate)
- 5 Gender Male/Female :
- 6 Marital status Married / Single :
7. Religion :
- 8 Whether Reservation Category Belongs to : SC/ST/OBC/EWS/XSM/PH/GENERAL

9. Educational Qualifications :

Examinations passed (Enclose Marks Cards / Certificates)	Percentage of Marks	Year of passing	Examining Body/University	Remarks
Secondary (10 th) or its equivalent				
Sr. Secondary (12 th) or its equivalent				
Bachelor's Degree				
Master's Degree				
Others viz. M.Phil Ph.D etc.				
Diploma/P.G. Diploma 1. 2. 3.				

4.				
5.				

10. Professional Qualifications/Trainings, if any :

Qualifications	Grade/ Percentage of Marks	Year of passing	Examining Body/University	Remarks

11. Experience:

(Starting from current position in descending order)

Name of Organization	Designation/ Post	Period From To	Salary Drawn	Brief detail of assignments

12. Research Experience/Industry/
Professional experience:
International/National

13. No. of Publications, if any

14. No. of Seminars/ Conferences
attended & brief details thereof

15. Award and Prizes (if any)

16. Extra curricular activities

17. Name of two references:-

1.Name _____
Designation _____
Address _____
Phone No. _____

2.Name _____
Designation _____
Address _____
Phone No. _____

Signature of the candidate

Place:

Date: