

Guidelines for CEO

Recruitment Notice — Chief Executive Officer (CEO)

Contractual Position | Emoluments: ₹80,000/- per month (negotiable)

Job Responsibilities:

The Chief Executive Officer (CEO) shall be the executive head of the **AICF – ANKURGECA INCUBATION CENTRE FOUNDATION** and shall be responsible for providing strategic, operational and administrative leadership to the Foundation, with the objective of establishing AICF as a highly reputable incubation centre for innovation and entrepreneurship in the country.

Key Responsibilities:

- Provide strategic direction; lead incubation, acceleration, and entrepreneurship programs with measurable impact.
- Ensure governance, financial prudence, statutory compliance, and timely reporting per MoA and grant conditions.
- Formulate a sustainability roadmap; mobilize resources through CSR, grants, and ecosystem partnerships.
- Strengthen investor connect for startups; engage angel investors, seed/venture funds, and financial institutions.
- Build collaborations with industry, academia, and government bodies; represent AICF at external forums.
- Create awareness on innovation and entrepreneurship; foster a startup culture within the institution.
- Engage mentors, speakers, and investors for training, mentorship, and selection programs.
- Manage incubation pipeline — outreach, applicant database, selection, and progress tracking.
- Handle financial/administrative records; draft and follow up on funding proposals for grants and CSR.

The detailed duties, performance indicators, and responsibilities of the CEO shall be prescribed, reviewed, and revised by the Board of Directors from time to time, based on organizational needs and strategic priorities.

Qualifications & Experience:

Academic: Graduate/Postgraduate/ Doctorate in engineering or management from a reputed institution

Essential:

- Minimum 10-15 years' overall professional experience, including at least 5 years in leadership / managerial roles.
- Proven experience in startup incubation, innovation ecosystem development, industry–academia collaboration, or government/CSR-funded innovation programs.

Desirable:

- Prior experience with AIC / AIM / NITI Aayog / academic incubators or own startup.

Key Skills:

- Excellent communication in English; strong interpersonal and project management skills.
- Knowledge of IPR; office management proficiency; entrepreneurial mindset and innovative thinking.

General Instructions:

- Candidates from Govt./Semi-Govt./Public/Private sector must submit a No Objection Certificate at interview and a Relieving Letter at the time of joining.
- Application must be accompanied by a self-attested photograph and supporting documents (qualifications, experience).
- The Board reserves the right to relax criteria and accept/reject any candidature without reason.
- Subsequent amendments, if any, will be notified on the official website.

Interested candidates are to share their profiles at ankur@geca.ac.in by 3rd July 2026. Interactions will be scheduled on **07/07/2026, Time 11am Venue: TPO Cell, Government College of Engineering Chh. Sambhajnagar Maharashtra.**

For confirmation do contact following after 4th July 2026:

- 1. Vaibhav: 8605516615**
- 2. Shubham: 8055113546**

Note: *This is a purely contractual appointment with AICF and confers no claim for regularization in AICF or any Government organization.*