



**a-IDEA**

*Association for Innovation Development of Entrepreneurship in Agriculture*

Technology Business Incubator



**ICAR- NATIONAL ACADEMY OF AGRICULTURAL RESEARCH MANAGEMENT**

*Rajendranagar, Hyderabad, Telangana - 500 030.*

### **Job Description for Associate – Grants and Portfolio Management**

a-IDEA, The Technology Business Incubator of NAARM requires **Associate – Grants and Portfolio Management** on contractual basis to look after the incubator funding operations such as managing equity funded Portfolio, managing grant disbursement programs such as BIG as well NIDHI PRAYAS. The duration of the contractual engagement is co-terminus with the project.

### **Qualification and Experience**

Bachelors in Agriculture and allied sciences from Agriculture University or B.Sc. from Any Recognized University recognized by UGC, with M.B.A / PGDM with specialization in Finance/Agribusiness/ Rural management/ Entrepreneurship management with first division with a work experience of 1-3 years, preferably in the related field. The candidate should be a team player, with age not exceeding 32 years.

### **Job description:**

Reporting to CEO, the candidate is required to handle:

- Familiarity with various government schemes for promoting entrepreneurship related to Agritech and Agri-Biotech.
- Building necessary networks, databases and platforms/ mechanisms to improve efficiency and effectiveness of the programs.
- Maintain linkage with academia, industry and investors in order to provide access to required infrastructure, incubation space and equipment.
- Manage and carry out all NIDHI PRAYAS and BIG funding scheme related work for a-IDEA.
- Promotional activities for NIDHI PRAYAS and BIG scheme for a-IDEA.
- Technical and financial due diligence of proposals received under NIDHI PRAYAS and BIG.
- Execute Agreements, processing of documents, grant disbursement and half-yearly monitoring of the projects.
- Post investment coordination, Quarterly portfolio monitoring and support to the companies under the grant & investment portfolio of a-IDEA, and appraisal to the board on grantees & portfolio startups performance.

### **Consolidated emoluments:**

A consolidated remuneration of Rs. 45,000/- per month will be offered based on the experience.

### **How to apply:**

- Interested candidates may walk in for the **Interview on 19<sup>th</sup> November, 2020, Thursday at 9:30 am** at a-IDEA, Center for Agri Innovation Building, ICAR-NAARM, Rajendranagar, Hyderabad-500 030, Telangana State. Candidates will not be allowed after 10:15am for Interview. No TA/ DA charges will be paid for attending interviews.

- Kindly carry your latest resume, passport size photo and original educational certificates along with photocopies.

*a-IDEA, NAARM-TBI reserves the right to fill or not to fill the post mentioned above without assigning any reasons.*

A handwritten signature in black ink, appearing to be 'K. H. ...', written over a faint, illegible stamp or background.

**Pr. Scientist & CEO**