

Industry Interface Program Manager

The Centre for Nano Science and Engineering (CeNSE) at Indian Institute of Science (IISc) Bangalore was established in 2010 to pursue interdisciplinary research across several disciplines with a focus on nanoscale systems. Science to Systems to Society is our motto. We have developed technologies based on the science we do and translated them to society either through the start-ups we have incubated, licensing to industry or transferring to the strategic sector.

Industry Interface at CeNSE (I2CeNSE) aims to seed and nurture interactions between Centre for Nano Science and Engineering (CeNSE) and Industry towards a long term, mutually beneficial relationship. Our flagship Industry Affiliate Program (IAP) serves as a platform to engage with industry with leading companies as its members.

We are inviting applications for the position of “Industry Interface Program Manager” to act as a single point of contact for all the industry interactions with an accountability for delivering the CeNSE Industry Affiliate Program (IAP). The Industry Interface Program Manager plays a key role in interfacing between CeNSE and Companies in realising I2CeNSE goals.

This is a full time, contractual position based in CeNSE, IISc., Bangalore with no direct reports. The initial contract is for six months and will be renewed subject to satisfactory performance. The person working in this role would report to CEO, INCeNSE & Lead Industry Interface.

KEY RESPONSIBILITIES

- Single point contact for the CeNSE Industry Affiliate Program (IAP) taking complete ownership for end-to-end delivery. I2CeNSE program manager need to
 - Enable Industry Affiliate (IA) to realise the full value of the affiliation
 - Map technical requirements to CeNSE infrastructure and facilitate priority access
 - Develop customised training programs taking full accountability for successful delivery
 - Coordinate collaborative research & consultancy projects between CeNSE faculty & Affiliate Members
 - Organise annual distinguished lectures in the name of affiliate members
 - Share information about CeNSE annual symposium and other events in a timely manner
 - Encourage active participation of IAs in relevant CeNSE events & activities.
 - Accountable for all administrative & operational matters with a focus on continuous improvement
 - Support IA requests regarding visits, meetings, student interactions, resolving admin & operational issues, identifying relevant people within CeNSE/IISc, etc.
 - Develop and maintain an efficient filing and archival for all the essential documents
 - Monitor debit & credit of the IAP account with periodic reporting to the committee
- Outreach to Industry to raise awareness about CeNSE infrastructure & intellectual capabilities
- Interfacing student interactions towards internships & placements working closely with OCCAP and company HR representatives
- Represent CeNSE at events for networking & lead generation
- Organise meetings, visits & events to promote I2CeNSE goals
- Establish good working relationships with admin, technical & operations teams within CeNSE & IISc as well as with key company representatives

EDUCATIONAL BACKGROUND & EXPERIENCE

- Bachelor's in Mechanical/Electronics/ Chemical/ Material Engineering or a closely related engineering degree or Masters in Physics. An advanced degree in an engineering discipline or MBA is desirable
- 5+ years of work experience in a customer or business interfacing role

SKILLS AND COMPETENCIES

- Self-propelling with strong inter-personal and stakeholder management skills
- Excellent time management skills and the ability to prioritize work
- Ability to achieve the required results in a demanding environment
- Proven experience of working with diverse stakeholders at senior levels
- Strong organizational skills with the ability to multi-task.
- Adapting priorities to respond to changing demands and tight deadlines.
- Excellent written and verbal communication skills.
- Ability to work effectively as a member of a team or independently
- Ability to analyse, summarize and communicate information.
- Attention to detail and problem-solving skills
- Collaborate and build credibility across organisational boundaries

SALARY

Salary is based on skills and experience and as per Institute norms.

APPLICATION PROCESS

Apply via the link: <https://i2cense.accubate.app/ext/form/681/1/apply>

Keep the following information handy before starting the application process

1. Curriculum Vitae
2. Cover Letter including why you are interested in this role and your experiences
3. Name and contact details of two references