

**Advertisement for Recruiting
Chief Operating Officer / National Coordinator
For I-STEM project, conceived and funded by OPSA**

About I-STEM

Indian Science Technology and Engineering facilities Map (I-STEM) is a national portal conceived and supported by the Office of Principal Scientific Adviser to the Government of India (OPSA). The objective is to link researchers and resources, so that any researcher can easily get access to the sophisticated research equipment and infrastructure in a seamless manner. As of now more than 2,000 Institutes are listed on the portal with more than 27,000 equipment available for use. This will enable an unprecedented democratization of research infrastructure across the country. The facilities listed on I-STEM are also made available for use by the start-ups, with an intent to support the deep tech innovation ecosystem.

Position	Chief Operating Officer / National Coordinator
Number of openings	One (1)
Period	Initially for 1 year, which can be extended up to 3 years
Salary	Actual salary will be commensurate with qualifications, expertise and experience, in the range of INR 2,00,000 – 2,50,000 per month (Basic) + 27% HRA
Location	The position is based in IISc Bangalore.
Application Deadline	21 August, 2023

Duties and Responsibilities:

- The Chief Operating Officer (COO) / National Coordinator would be in charge of I-STEM project and will be responsible for the overall execution of I-STEM project, along with other team members, as per the mandate given by the OPSA.
- Work in synchrony with all the stakeholders including administrative and scientific staff at IISc, Office of the PSA, various government agencies, Universities and other academic institutions, start-ups, and researchers at large.
- Along with team members, should continuously work towards amplifying the impact of I-STEM, by recruiting more institutions and researchers to use the I-STEM portal.
- Preparation of progress reports, and other communication materials
- Coordinating workshops to spread the awareness about I-STEM
- Taking the advise from various stakeholders including Project Review and Monitoring Committee, OPSA, and other entities.
- Continuous upgrade of I-STEM portal to ensure ease of access and doing business.

Requirements:**Essential Qualifications:**

- Ph.D. in science, engineering, management, (In exceptional cases, candidates with many years of experiences in leading and managing large projects can also be considered)
- At least 9 years of experience in government, research, academia, industry, think tanks or international organizations.
- Experience in leading and managing large projects with multifunctional teams.
- Ability to apply principles of designing program level initiatives or policy analysis and evaluation.
- Experience in data-driven policy analysis and insights generation.
- Strong analytical and problem-solving skills
- Excellent communication and collaboration skills

Desirable Qualifications:

- Experience in organizing, moderating and negotiating complex projects/initiatives
- Institutional leadership capacity, high sense of objectivity, professional integrity, and diplomacy, inclusive and shared leadership qualities.
- Experience in interacting with various government agencies and academic institutes.

How to Apply:

Your application package should contain the following:

- Your latest CV
- A document highlighting your fit with the role in terms of the essential and desirable qualifications mentioned above.
- A cover letter
- Two reference letters from your professional supervisors/colleagues/domain experts

Email your application package to shruthir@iisc.ac.in with a copy to navakant@gmail.com as **one pdf**

Please add the subject line - **“I-STEM COO Application ‘YourLastName’”**

Application Deadline - **5 pm on 21 August, 2023**