



**Dhirubhai Ambani  
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The DA-IICT Centre for Entrepreneurship and Incubation (DCEI) is looking for a young and self-motivated individual for the post of **“Incubation Manager”**. The selected candidate would be responsible for the various operational aspects of DCEI that include (not limited to): day-to-day activities of DCEI, book keeping, planning for DCEI related entrepreneurial/incubation activities, etc.

The minimum and desired qualifications for the position are given as below:

**Minimum qualification:** The potential applicants should possess:

- An MBA from a reputed institute (for those with relevant corporate experience, other master’s level degree like M.Sc./M.Com would also be considered).
- At least 2 years of work experience ideally in a related field (entrepreneurship, management consulting, investments, etc.).

**Desired qualification:** The ideal candidate should possess:

- Certification for Incubation Manager
- Expertise in book keeping/laws pertaining to registration of public/private limited companies as per the companies act.
- Proficiency in basic Microsoft office package, web page design, accounting software, etc., that are used as part of most day-to-day operations of a company
- Excellent oral and written communication skills.

Those interested in the position please send your credentials / resume by email to [ceid@daiict.ac.in](mailto:ceid@daiict.ac.in) by Feb 19, 2017.

Only shortlisted candidates will be called for interview. For details about qualifications and other information please visit <http://ceid.daiict.ac.in> .

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**[www.daiict.ac.in](http://www.daiict.ac.in)**