Website Advertisement

Requirement of COO

Position: Chief Operating Officer (COO) in Incubation Centre "VNIT Ventures Vault Foundation"
Application Deadline: 18th March 2026

Job Summary: Operational leader responsible for seamless execution of incubation programs, resource management, and centre operations to meet strategic goals.

Key Responsibilities:
1. Oversee day-to-day operations including program design, delivery, and logistics
2. Manage team performance, HR processes, vendors, technology partners and budgets
3. Plan and coordinate incubation workshops, events, and mentoring sessions
4. Handle financial planning, cost monitoring, and grant disbursement
5. Implement MIS/CRM systems for incubatee tracking and reporting
6. Ensure compliance with legal and regulatory frameworks
7. Understanding various govt funding schemes and CSR partnership and funding for incubators and start-ups. Writing proposals and getting funds/grants from Govt and private agencies.
8. Apart from the defined roles, he/she would be the person in creating awareness amongst students and faculty members regarding start-ups and innovation at the Institute level. In addition, he/she would also be responsible for pre incubation activities conducted by the incubation centre.

Qualifications & Experience

MBA or equivalent with 8+ years of experience in operations or management, preferably in startup ecosystems or incubators

Proven experience in project and financial management

Strong analytical, strategic, and stakeholder management skills

Tech-savvy; hands-on experience with MIS/CRM platforms

Compensation

Base Salary: ₹20–25 LPA

Performance Incentives: Up to ₹10 LPA based on KPIs

The requirement is for VNIT Ventures Vault Foundation, the incubator at VNIT, Nagpur.

If you have the passion to build startup success stories from the ground up, apply now.
Send your application to: v3f@vnit.ac.in
Location: Nagpur, Maharashtra

26.2.26

Dr. Yashwant B Katpatal
Dean(R&C)

To,
The Registrar