



**National Entrepreneurship Resource and Co-ordination Hub
(National E-Hub)
Pradhan Mantri YUVA Yojana
(Ministry of Skill Development and Entrepreneurship,
Government of India)
NIESBUD, A-23, Sector-62, NOIDA, U.P.**

National E-Hub, invites applications for the Post of **Consultant/Manager - Deployment/Operations/ Project Management** in National E Hub at Noida under the Scheme purely on contractual basis up to March 2022.

Sl. Name of the Position	No.	Remuneration (Per Month)
1. Consultant/ Manager	01	Rs. 75,000/- per month (Maximum) Commensurate with the experience and last drawn salary.

Edu. Qualification – Post Graduate in relevant field
Min. Exp- 08 Years
Maximum Age-50 years

The relevant details are available www.niesbud.nic.in .Applications can be mailed to ashish.pmyuva@nic.in latest by **5.00 P.M. on 13.08.2021.**

National Project Director

Consultant/ Manager: Deployment/Operations/Project Management

Position Objective:

The Consultant / Manager: Deployment will ensure smooth implementation of the Scheme. The position will be responsible for the on-ground implementation of the scheme at the Project Institutes through the network of Regional and Nodal E-Hubs.

1.1 Responsibilities:

- 1.1.1 Develop and execute Scheme implementation roadmap, including policies and strategies.
- 1.1.2 Develop annual operating plan/s including deliverables and outcomes for the nodal teams.
- 1.1.3 Oversee deployment of programs in specific regions. Own & deliver outcomes from respective regions including ventures created and Jobs created.
- 1.1.4 Coordinate with the Nodal E-Hubs to measure & track impact. Monitor and measure program effectiveness and provide feedback.
- 1.1.5 Develop and manage the assigned Nodal Hubs & other partner Organizations in the region.
- 1.1.6 Develop and engage the E-hubs and the attached project institutes to run the Scheme programmers.
- 1.1.7 Track effectiveness of the programs, develop dashboards, compile and analyze data and develop performance reports on a monthly, quarterly and annual basis. Verify reports and data.
- 1.1.8 Relationship management and interfacing with different stakeholders including partners, Project Institutes, Govt. and other organizations.
- 1.1.9 Ensure training and course corrections for the success of team members.
- 1.1.10 Establish sound working relationships and cooperative arrangements with the E-Hubs, project institutes, community groups and organizations.
- 1.1.11 Represent the Organization at appropriate platforms vis-à-vis relevant stakeholders.
- 1.1.12 Initiate and lead collaborations, networking & training programs on ground. Engage with entrepreneurship organizations, incubators and other support organizations.
- 1.1.13 Manage the growth of the E-hubs. Develop and engage the relevant stakeholders including institution heads, faculty, mentors, investors, incubator managers and experts.

1.2. Essential Qualification and Experience:

- 1.2.1 Master's Degree in any discipline from a recognized Institution.

- 1.2.2 Minimum 8 years' post-qualification experience in the areas of project/program management.
- 1.2.3 Experience should preferably involve exposure to the skills/ education and training industry with knowledge of startup/entrepreneurship ecosystem.
- 1.2.4 Ability to work in teams, team handling, project planning and documentation.
- 1.3 *Desirable*
 - 1.3.1 Certified Project Management Professional
 - 1.3.2 Experience in planning, managing, monitoring, deployment of technology enabled projects, business transformation projects, implementing high budget projects with a multi-location spread involving multiple stakeholders and exposure to project management methodologies, tools and framework.
- 1.3 *Maximum Age*
 - 50 years.

PROCEDURE FOR APPLYING

1. There is no prescribed format of application. The Curriculum Vitae should include all the relevant details so as to adjudge the eligibility of the candidates in terms of the prescribed qualifications and experience. **The C.V. should include the applicant's educational qualifications; complete employment history, in chronological order along with brief details of earlier assignments; responsibilities handled; compensation; contact details; date of birth etc. The applicant should also invariably indicate the minimum time required to join the duties, in case of selection.**
2. The self-attested copies of all the relevant testimonials should also be sent along with the applications.
3. The applicants in Government/Public Service may **either** route their applications through the present employer **or** produce a No Objection Certificate at the time of interview failing which they will not be further considered for the position(s).
4. **No TA/DA** for appearing for the interview is admissible.
6. **Only applications sent to the designated e-mail address by the due date and time specified will be considered for review. No hard copies need to be sent and/or will be accepted.**

MISCELLANEOUS

1. The indicated remuneration package is the **maximum** total cost to the National E-Hub at the time of initial joining. The actual remuneration package, however, will depend upon the relevant qualifications, experience etc. of the candidates.
2. Mere possession of the qualifications etc. does not entitle an applicant to be further considered for the position(s).
3. The National E-Hub reserves the right to suspend the recruitment, change the numbers and location of appointments and / or reject all or any applications.
4. Applications with incomplete information will be summarily rejected.
5. The National E-Hub does not assume any responsibility for technical delays. The applications uploaded beyond **1700 Hrs. on 13-08-2021** will be rejected summarily.
6. Any questions regarding positions, procedure etc. can be mailed at
ashish.pmyuva@nic.in