

ABOUT THE ORGANIZATION:

The BioNEST incubator at Sri Ramachandra Institute of Higher Education and Research (SRIHER), is a Healthcare Centered incubator with state-of-the-art facilities that include access to a 2500 bed tertiary care hospital, a full-fledged clinical trial division, a GLP accredited small animal facility, and multiple research laboratories spread across twelve constituent faculties. We provide scalable office/laboratory space, tailored mentorship, and institutional support services. Our focal areas include Clinical Validation of Medical Devices, Point of Care Diagnostic Kits, Nanotechnology and Artificial Intelligence (AI) / Machine Learning (ML) based tools in healthcare.

Applications are invited for the following positions at the Sri Ramachandra Innovation Incubation Centre (SRIIC)

1. LAB IN CHARGE

Job Role:

- Equipment management at the SRIIC facility including overseeing installation, initial validation, usage and maintenance.
- Coordinate with authorized service providers / manufacturers and sections for preventive maintenance and breakdown maintenance. Follow up on complaints and service calls related to equipment.
- Manage the daily operations of the equipment /laboratory by the incubatees /students including inventory management, equipment usage schedule, safety protocols implementation etc.
- Facilitate and train the incubatees/ students regarding the usage of the equipment.
- Analyze and recommend the equipment to be installed as per the requirements of the incubatees. Manage the purchase of the spares and consumables as per the requirement.
- Maintain assets/ equipment list at the SRIIC facility. To coordinate with the maintenance team to decommission equipment beyond repair for scrap.
- Coordinate with different departments of SRIHER regarding the equipment/ lab requirement of the incubatees and connect the incubatee with the respective department as per the project requirement.
- Draft the safety rules and SOP to be followed in the laboratory for all equipment and ensure its implementation.
- Maintain lab reports and equipment usage track record.
- Networking with the other research institutes and collaboration with them for technical support to the incubatees.
- Assist the CEO of SRIIC in regular operations of the Incubation center including administration work, organizing meeting, networking, reporting etc.

Qualifications: Post graduation in Life science (M. Sc Biology, Biotechnology, Biochemistry, Food Technology or similar) **OR**

Graduation/ post-graduation in engineering (B. Tech/ B. E./ M. Tech./ M. E in Biomedical engineering, Biotechnology) with minimum 2 years of work experience as technical assistant/ executive/ officer in research laboratories, quality control, R&D at any government or private institute/ industry.

2. ACCOUNTS EXECUTIVE

Job Role:

- Managing accounts (Book keeping, Accounting, Taxation etc.) Summarizing, analysing and reporting of financial information.
- Performing periodic internal audit and coordination for external audit. Manage, monitor and review payables / receivables.
- Assisting incubated start-ups for their accounting need.
- Procurement, Purchase & Office administration supports.
- Assisting investment team for financial modelling, analysis, Cash flow, Due diligence, Valuation, Equity and Cap table management (desirable).

Qualifications: Full time M. Com. / MBA (with major in Finance) having minimum 55% marks or equivalent and 1 years of finance and accounts experience **OR**

B. Com. with minimum 55 % marks and 3 years of finance and accounts experience. Proficiency in Tally is expected.

3. LABORATORY TECHNICIAN / ASSISTANT

Job Role:

- Maintain equipment inventory, routine calibration checks and follow up on repairs.
- Assist senior scientists in conduct of laboratory analysis following Standard Operating Procedures.
- Maintain documentation pertaining to requests for tests, volume of tests, reporting of results including creation of data back-ups.
- Adhere to good laboratory practices in the conduct of routine tasks.
- Maintain a clean and safe laboratory environment for all occupants of the incubator.
- Assist in training of new laboratory personnel under the supervision of concerned scientists.

Qualifications: Master degree in Life Sciences/ Engineering with previous experience in laboratory analyses and/or operation of high-end analytical equipment.

How to Apply:

- **Last date for applications: October 31, 2022.**
- **Send a detailed CV to skillsource@sriramachandra.edu.in with your name and position for which you are applying in the subject line.**
- **For more details about the incubation centre, check the website <http://sriic.sriher.com/>**
- **For more details about SRIHER, check the website <https://www.sriramachandra.edu.in/university/career>**
- **Positions are contractual for a period of 2 years with provision for extension.**