

**ITIC Foundation IIT Hyderabad
Job Description and Call for Applications for
Chief Operating Officer (COO)**

Job Title: Chief Operating Officer (COO)

Organization: ITIC Foundation IIT Hyderabad

Location: Technology Innovation Park, IIT Hyderabad, Kandi, Sangareddy, Telangana 502285

Job Type: Full-time (Initial tenure of 11 months, with potential for extension based on performance)

Reporting Officer: Faculty In-Charge, ITIC, IIT Hyderabad

About ITIC: ITIC is a Technology Business Incubator of IIT Hyderabad, committed to fostering innovation, entrepreneurship, and the growth of technology startups. The foundation provides incubation, acceleration, and investment support, facilitating a robust ecosystem for startups.

Role Overview: The Chief Operating Officer (COO) will play a pivotal role in ensuring the efficient operation of ITIC. This leadership position requires strong management skills, strategic foresight, and a deep understanding of the startup ecosystem. The COO will oversee day-to-day operations, develop long-term growth strategies, support startups, and represent ITIC in national forums.

Key Responsibilities:

1. Operational Leadership:

- Oversee and streamline daily operations to maintain an effective workflow.
- Develop and enhance internal processes to improve productivity and efficiency.
- Ensure compliance with applicable policies and guidelines.

2. Team Management:

- Lead, mentor, and manage a team of 10-15 professionals to achieve organizational goals.
- Foster a collaborative and motivating work environment.

3. Startup Support:

- Provide guidance to startups at various stages: ideation, incubation, acceleration, growth, and investment.
- Organize and conduct regular reviews of startup progress to ensure alignment with their business goals.

4. Program Development and Execution:

- Execute the BUILD (Bold and Unique Ideas Leading to Development) program of IITH.
- Design, execute, and manage incubation and accelerator programs.
- Plan and oversee multiple calls for applications and cohort selections each quarter.

5. Partnerships and Networking:

- Build strategic partnerships with investors, mentors, corporates, and other stakeholders.
- Represent ITIC at national events as a speaker, guest, or panelist to promote ITIC initiatives.

6. Strategic Planning:

- Create and implement strategies for long-term sustainability and growth of the foundation.
- Draft proposals to secure funding from government bodies and corporate entities.
- Ensure a pipeline of high-potential startups is continuously nurtured.

7. Funding and Financial Management:

- Secure CSR funding of at least INR 20 lakhs quarterly and aim for a total of at least INR 2 Cr annually.
- Facilitate private investor funding for startups, targeting at least two successful investments per quarter.

8. Outreach and Brand Building:

- Conduct at least three outreach and seminar activities events monthly.
- Drive outreach to attract a robust number of applications (targeting 5000+ in a year).
- Build and enhance the iTIC brand to establish a unique identity within the startup ecosystem.

9. Performance Monitoring:

- Develop key performance indicators (KPIs) and conduct quarterly reviews of all incubated startups.
- Regularly assess program effectiveness and initiate improvements where needed.

Qualifications:

- Bachelor's or Master's degree in Science/Engineering and a Bachelor's or Master's degree in Business Administration/Technology Management, or a related field.
- 5+ years of experience in management roles, preferably within startup ecosystems, incubators, or accelerators.
- Proven leadership and team management experience.
- Strong strategic thinking, problem-solving skills, and an entrepreneurial mindset.
- Excellent communication, presentation, and networking skills.
- Familiarity with funding and investment processes in the startup world.

Key Performance Targets:

- Structure and streamline programs and operations.
- Submit at least one funding proposal monthly.
- Secure CSR funding and facilitate private investment deals as outlined.
- Conduct quarterly progress reviews and engage in proactive program development.
- Ensure the incubation of at least 50 startups annually.
- Host significant outreach events and represent ITIC at national platforms consistently.

Benefits:

- **Salary:** INR 1,50,000 - 1,75,000 per month based on experience (consolidated) + up to INR 4,00,000 Bonus, per year, based on performance.
- **Leave/Holidays:** As per IIT Hyderabad norms.
- **Tenure:** Initial contract of 11 months, with possibility of extension based on performance.
- **Workplace:** On-campus at IIT Hyderabad.

How to Apply:

- Eligible candidates should apply through the [Link](#), by 5:00 PM on February 20th, 2026.
- Shortlisted candidates will be notified via email for an interview.
- The selection interview may be conducted online or in person based on prevailing conditions.
- No TA/DA will be provided for the interview.
- For further queries, contact Dr. Vishnu Rajasekharan Unni at [fic.itic@iith.ac.in].
- Applications will only be accepted through the online form linked above.