

SAVITRIBAI PHULE PUNE UNIVERSITY

(Formerly University of Pune)



CENTRE FOR INNOVATION, INCUBATION & ENTERPRISE

Ganeshkhind, Pune – 411 007

Advertisement for Programme Coordinator – Entrepreneurship Essentials

The Centre for Innovation, Incubation & Enterprise, Savitribai Phule Pune University invites applications for the appointment of One (01) **PROGRAMME COORDINATOR – ENTREPRENEURSHIP ESSENTIALS** on a purely temporary basis.

The details of the post are as follows :

Name of the Post	PROGRAMME COORDINATOR – ENTREPRENEURSHIP ESSENTIALS
Number of Post	01 (One)
Duration	The appointment will be purely contractual and temporary, up to 31 March 2027, subject to the terms and conditions of Savitribai Phule Pune University
Nature of the Post	purely contractual and temporary
Reservation	Open to All (अराखीव)
Qualification	Any Master's Degree with a minimum of 55% marks or an equivalent Grade B in the credit/CGPA system, as per UGC norms.
Essential Experience	Minimum 1 year experience in Entrepreneurship Education, Startup Ecosystem, Innovation & Incubation, Entrepreneurship Development, Project Management
Desirable Experience	• Teaching entrepreneurship/innovation-related courses. • Organizing startup bootcamps, hackathons, FDPs, EDPs and innovation competitions. • Working with universities, incubators, government agencies or funded projects. • Knowledge of IPR & its processes.
Key Responsibilities	• Coordinate Entrepreneurship Essentials across University Departments and affiliated colleges. • Coordinate incubation, startup mentoring and student entrepreneurship activities. • Assist the Centre in coordinate IPR related work. • Organize Bootcamps, Hackathons, Innovation Challenges, Startup Olympiads, Pitching Competitions and Demo Days. • Conduct EDPs, workshops and FDPs on entrepreneurship and innovation. • Coordinate with affiliated colleges, industry, incubators, investors, mentors and government agencies.

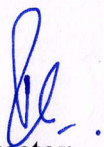
Director

Innovation, Incubation And Linkages
Savitribai Phule Pune University
Pune - 411 007.

Key Skills	• Excellent communication and presentation skills • Teaching and mentoring • Startup & incubation management • Project and event management • Proposal and report writing • Networking and relationship management • MS Office / Google Workspace • Data management and reporting • Entrepreneurial and problem-solving mindset
Remuneration	₹50,000/- (Rupees Fifty Thousand only) per month as consolidated remuneration.
Place of Work	Centre for Innovation, Incubation & Enterprise (CIIE), Savitribai Phule Pune University, Pune, with travel/visits to University Departments and affiliated colleges as required for programme implementation.

Mode of Application : The duly filled application alongwith copies of the necessary educational and experience documents should be sent through email to info.iil@unipune.ac.in to the office of the Director, Innovation, Incubation & Linkages, International Centre, 1st Floor, Savitribai Phule Pune University, Pune -411007.

Important Dates : Last Date for Application: 30th October 2026



Director
Innovation, Incubation & Linkages
Savitribai Phule Pune University, Pune

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Registrar
Officiating Registrar
Savitribai Phule Pune University
Savitribai Phule Pune
University, Pune

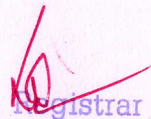
Instructions to the Applicants

- The selected candidate will be responsible for coordinating Entrepreneurship Essentials courses in the University departments & its affiliated colleges. Further the coordinator will be required to work for University's incubation, startup, entrepreneurship, innovation, bootcamp, faculty development and startup ecosystem activities.
- The candidates fulfilling the qualifications and experience norms, will only be called for the interview.
- The Centre reserves the right to apply appropriate shortlisting criteria based on qualifications and relevant experience.
- No interim correspondence regarding the selection process will be entertained.
- The candidate is responsible for the correctness of the information provided. Any false information may lead to cancellation of candidature/appointment at any stage.
- Incomplete applications or those not supported by relevant documents will not be considered.
- Canvassing in any form will result in disqualification.
- Interviews will be conducted in in-person mode.
- The position is purely temporary and may be terminated without notice.
- No TA/DA will be provided for attending the Interview.



Director

Innovation, Incubation & Linkages
Savitribai Phule Pune University, Pune



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