

**International Centre for Entrepreneurship and Technology, (iCreate)**  
**(An initiative of Gujarat Foundation for Entrepreneurial Excellence, A Section 8 Company)**

## Position: Technology Analyst/ Lead (RANK OPEN)

### Job Description

Ideal candidate for this interdisciplinary support function would have logical thinking ability and a broad understanding of frontiers of emerging technologies and its science, business and societal impact of technologies, strong organizational and planning skills and proven ability to multitask in a fast-paced environment. **Should be able to quickly research and familiarize themselves with a new science / technology / application, should s/he be unfamiliar with it.** We are seeking a high level of motivation and a self-starting attitude, and the ability to work with minimal direction and supervision. The ideal candidate will have a metrics/data-driven analytical mindset of constantly measuring success and driving continuous improvement in tools, content, and programs. As a central resource the candidate would have matrix deadline driven reporting relationships.

### Responsibilities

Help Visualize, Plan, Document (a schedule of daily target of technology/product development and final deadline of Platform technology/ Product development) and Lead and Monitor Startup platform technology/ product development (idea to proof of concept and beyond) in a scheduled, deadline driven manner.

Program manage the start-up's *idea to proof of concept* journey by:

- Determining project requirements and developing work schedules for the team.
- Delegating tasks and achieving daily, weekly, and monthly goals.
- Liaising with relevant publics to ensure projects are completed to standards.

Work with later stage start-ups to help accelerate their tech-development cycle

Identifying product design / tech design related risks and guide the creation of possible solutions as soon as possible.

Analyzing existing operations and scheduling training sessions and meetings to discuss improvements.

Keeping up-to-date with industry trends and developments.

Updating work schedules and performing troubleshooting as required.

Motivating staff and creating a space where they can ask questions and voice their concerns.

Being transparent with the team about challenges, failures, and successes.

Writing progress reports and delivering presentations to the relevant stakeholders.

## Skills and Qualifications

- Bachelor's/ Master's Degree in Engineering (Electronics and Communication/Computer Engineering)
- Experience in analytics, problem-solving, or strategic solution roles with progressive responsibility, preferably within the startup and innovation industry
- Experience gathering and consolidating requirements from cross-functional groups
- Ability to work under pressure and meet frequently changing timelines
- Strong attention to detail and excellent problem-solving skills
- Excellent verbal/written communication and data presentation skills, including an ability to effectively communicate with both business and technical teams
- Exceptional process and organizational skills with the ability to mobilize change
- Exceptional interpersonal and soft skills
- Exceptional commitment to learning and skills self enhancement

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In your application clearly address pointwise how you meet the requirements of Role, Responsibilities and Skills

### **About iCreate**

iCreate is the only institute of its kind in India, dedicated to driving excellence in innovation and entrepreneurship. Founded by Mr. Narendra Modi, the Prime Minister of India, it provides a complete ecosystem in support of tech innovation based start-ups. It sits on its own 40-acre campus 50 Km from Ahmedabad.

iCreate is an initiative of GFEE (Gujarat Foundation for Entrepreneurial Excellence), a Section 25, now a section 8 Company, and is a 50:50 Public Private Partnership between GMDC Ltd. (Gujarat Mineral Development Corporation) and GEVPF (Gujarat Entrepreneurship and Venture Promotion Foundation). iCreate is governed by a Statutory Board, with members from GMDC and GEVPF. Since its inception, iCreate has been supported by a strong Advisory Board with 12 leading stalwarts from India as well as abroad, initially chaired by Shri Narayana Murthy, Co-founder, Infosys and is now led by Chairman Shri Dilip Shanghvi, Founder & MD, Sun Pharmaceutical Industries Ltd. For more details, please visit: [icreate.org.in](http://icreate.org.in)

**Approved & Authorized by:**

Name: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_\_\_

Signature: \_\_\_\_\_