



**MADAN MOHAN MALAVIYA UNIVERSITY OF  
TECHNOLOGY GORAKHPUR – 273010 (U.P.)**  
(State Government Funded University)

**Advt. No. T/CEO & IOM/I/2026**

**Dated: 31/10/2026**

**Recruitment Notice**

Applications are invited for recruitment of the following positions in the University.

1. Chief Executive Officer on contract basis.
2. Incubation Operation Manager on contract basis.

Candidates are requested to visit the University website: <http://www.mmmut.ac.in> for details instructions for filling the application form. Last Date of filling application form is 16/11/2026.

**REGISTRAR**

## Advertisement: CEO & Incubation Manager, MMMUT Foundation

Madan Mohan Malaviya University of Technology, Gorakhpur – 273010 (U.P.)

MMMUT Foundation (Section-8 Company) invites applications for two posts on contract: Chief Executive Officer (CEO) and Incubation Manager.

The MMMUT Foundation is the Section-8 company set up by the University to run its incubation centre. Eligible candidates may apply for the posts below. Both appointments are direct and on contract.

### Post details

| Particulars             | Chief Executive Officer (CEO)                                                                                                                            | Incubation Manager                                                                                                                                       |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| No. of posts            | 01                                                                                                                                                       | 01                                                                                                                                                       |
| Salary (per month)      | Rs. 1,00,000 (Rs. 1.0 lakh), as per credentials of the candidate                                                                                         | Rs. 50,000, as per credentials of the candidate                                                                                                          |
| Mode of selection       | Direct                                                                                                                                                   | Direct                                                                                                                                                   |
| Age limit               | 50 years on date of advertisement                                                                                                                        | 50 years on date of advertisement                                                                                                                        |
| Essential qualification | M.Tech / MBA with 15 years of industry experience                                                                                                        | B.E / B.Tech with 03 years of industry experience                                                                                                        |
| Preference              | Experience in entrepreneurship, startup or incubation ecosystem, or in an incubator; experience in facility management, regulatory matters, finance etc. | Experience in entrepreneurship, startup or incubation ecosystem, or in an incubator; experience in facility management, regulatory matters, finance etc. |
| Probation               | 06 months                                                                                                                                                | 06 months                                                                                                                                                |
| Engagement              | Contract, initially 1 year; may be extended by 1–2 years subject to performance review and requirements of the Foundation                                | Contract, initially 1 year; may be extended by 1–2 years subject to performance review and requirements of the Foundation                                |
| Place of work           | MMMUT Foundation, MMMUT Main Campus, Gorakhpur                                                                                                           | MMMUT Foundation, MMMUT Main Campus, Gorakhpur                                                                                                           |

### Scope of work

#### Chief Executive Officer

- Secure Government funding, beginning with the MSME cluster development scheme and the technology upgradation scheme.
- Build the Centre into a self-sustaining institution that draws on the University's campus, laboratories and talent.

*Cub*

- Build the core organisation, structure and processes in line with the purpose and vision of the Foundation.
- Establish the innovation and entrepreneurial ecosystem.
- Manage the company's operations: incubation, infrastructure and facilities, legal and compliance, finance, administration, procurement, and IT and lab infrastructure.
- Raise and manage funds from Government schemes, industry, incubator funds and CSR; attract grants (e.g. NITI Aayog, DST, NSTEDB, BIRAC, MeitY, MSME); pitch to angel investors and venture capitalists; build revenue-generating services.
- Handle budgeting, reporting, audit and compliance with statutory rules and regulations.
- Curate programmes, events, engagement activities and marketing campaigns that promote entrepreneurship and the Foundation's visibility.
- Work with MMMUT faculty and students to incubate startups, steering technologies and IP towards commercialisation through mentoring and venture set-up.
- Frame and execute the long-term roadmap, business models and annual action plans in alignment with the Board; send timely reports to the Board, funding agencies and stakeholders.
- Handle duties assigned by the Chairman, Member Secretary and Directors from time to time, and stay current with global developments in the incubator and startup ecosystem.

#### **Incubation Manager**

- Manage the daily operations of the MMMUT Foundation and its incubation facilities.
- Implement the annual action plan and operational instructions approved by the CEO and competent authority.
- Maintain records of startups, incubatees, applications, mentoring sessions, programmes, events and facility utilisation.
- Coordinate the use of office space, laboratories, equipment, meeting rooms and prototyping facilities.
- Ensure timely execution of assigned activities and maintain operational discipline.
- Identify promising entrepreneurs, student innovators, faculty innovators and technology-based startup teams.

#### **Selection process**

1. All applications are screened against the criteria in this advertisement by a committee constituted by the Hon'ble Vice-Chancellor, Chairman, Board of Directors, MMMUT Foundation. Only candidates who meet the stated qualifications pass this stage.
2. A committee nominated by the Chairman shortlists candidates in a 1:3 ratio on merit. The committee sets the shortlisting criteria.
3. Shortlisted candidates make a presentation before the Board of Directors, MMMUT Foundation, which takes the final decision on appointment.

#### **Terms and conditions**

- **Engagement:** contract only; no claim to permanency or continuation of job, however long the contract runs. Initial term is one year from the date of joining, extendable by 1–2 years on performance review and the Foundation's requirements.

- **Full-time service:** the appointee is an employee of the MMMUT Foundation and may not take up any other gainful, commercial, business or professional activity, part-time or full-time, directly or indirectly.
- **Working hours:** six days a week, 9:30 a.m. to 5:00 p.m. Work beyond office hours, including Saturdays and Sundays, may be required on event days or for incubator exigencies.
- **Leave:** Casual leave 14 days and Medical leave 10 days in a calendar year.
- **Notice period:** one month before resignation, failing which the appointee is liable to pay in lieu; the experience certificate depends on serving the notice.
- **Termination:** the Foundation may terminate forthwith, without notice or compensation, if any information furnished by the candidate is found incorrect or misleading.
- **Confidentiality, ethics and tax:** the appointee must keep the Foundation's information confidential during and after employment, follow its rules on corrupt practices, and bear personal tax liability; tax is deducted at source as per law.
- **Service conditions:** other conditions (holidays, code of conduct and similar) are as decided from time to time by the Board of the MMMUT Foundation.

### How to apply

- Interested candidates should send a detailed resume with copies of educational and experience certificates and proof of age to Registrar Madan Mohan Malaviya University of Technology, Kurnaghat Deoria Road, Gorakhpur (U.P.) 273010, marking the envelope or subject line "Application for the post of CEO / Incubation Manager, MMMUT Foundation".
- The last date for receipt of applications is 16/11/2026. Applications received after the last date, or from candidates who do not meet the stated qualifications, will not be considered.
- Candidates applying for both posts should submit a separate application for each.
- The University may cancel or modify this advertisement without notice.
- Further updates will be posted on the University website.

  
 Registrar, 31.10.26.  
 MMMUT Gorakhpur



Madan Mohan Malaviya University of Technology Gorakhpur –  
273010 (U.P.) India  
(Formerly: Madan Mohan Malaviya Engineering Collage,  
Gorakhpur)



Section-8 Company (MMMUT Foundation)

Affix Latest Colour  
passport  
photograph.

**Application Form**  
(Add additional sheets wherever required)

**General Details-**

Post Applied for: \_\_\_\_\_  
(Chief Executive Officer / Incubation Operations Manager)

**Personal Details-**

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

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

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Age (As on the last date of Applying): \_\_\_\_ Year \_\_\_\_ Month \_\_\_\_ Days

Retired on (Optional): \_\_\_\_\_

Last Pay Drawn: \_\_\_\_\_ in the scale of: \_\_\_\_\_  
(Please attach a copy of last pay drawn certificate)

Drawing pension if any: \_\_\_\_\_

Nationality: \_\_\_\_\_ Gender: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Mob. No.: \_\_\_\_\_ Email ID: \_\_\_\_\_

**Postal Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Permanent Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Cub*

**Educational Qualification:** (Please attach copy of certificates):

| Examination       | Year | Name of Degree | Marks (%) | Collage | University |
|-------------------|------|----------------|-----------|---------|------------|
| Bachelor's Degree |      |                |           |         |            |
| Masters's Degree  |      |                |           |         |            |
| M. Phil.          |      |                |           |         |            |

| Degree             | Year of Award | Thesis Title / Area of Specialization | Date of Registration | University / Institution |
|--------------------|---------------|---------------------------------------|----------------------|--------------------------|
| Ph.D.              |               |                                       |                      |                          |
| Other Distinctions |               |                                       |                      |                          |

**Industrial Experience:**

| Name of Organization | Designation | Nature of Work | From | To | Experience (In Y-M) | Pay Scale / Gross / Salary / Emoluments |
|----------------------|-------------|----------------|------|----|---------------------|-----------------------------------------|
|                      |             |                |      |    |                     |                                         |
|                      |             |                |      |    |                     |                                         |
|                      |             |                |      |    |                     |                                         |

**Startup Experience:**

| S. No | Corporation Certification No. | Founder Name | Co-Founder Name | Corporation Starting Date | Corporation Present Status | Experience (In Y-M) | Remarks |
|-------|-------------------------------|--------------|-----------------|---------------------------|----------------------------|---------------------|---------|
| 1.    |                               |              |                 |                           |                            |                     |         |
| 2.    |                               |              |                 |                           |                            |                     |         |
| 3.    |                               |              |                 |                           |                            |                     |         |

**Present Employment Details, if any:**

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

Position held: \_\_\_\_\_ Period of Employment: \_\_\_\_\_

Appointment Status: \_\_\_\_\_

*CWS*

**Consultancy Projects:**

| Title | Stream Engineering / Sciences / Arts / Humanities etc. | Name of Awarding / Funding Agency | Amount mobilized in received (Rs.) |
|-------|--------------------------------------------------------|-----------------------------------|------------------------------------|
|       |                                                        |                                   |                                    |
|       |                                                        |                                   |                                    |

**Project Output:**

| Title | Project Output Patent / Tech Transfer / Product / Policy Document | National / International |
|-------|-------------------------------------------------------------------|--------------------------|
|       |                                                                   |                          |
|       |                                                                   |                          |

**Honour and Awards:**

**Other significant contributions not mentioned above: (You may attach separate list)**

|  |
|--|
|  |
|--|

**Date:**

**Applicant's Signature**

Number and details of the testimonials to be attached with signed hard copy of the complete application from:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

*Cub*