



# RASHTRIYA RAKSHA UNIVERSITY

(An Institution of National Importance)

Pioneering National Security and Police University of India

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## **Expression of Interest for the contractual post of Project Managers in the Directorate of Indigenisation Innovation and Start-Ups (DIIS) at the Rashtriya Raksha University.**

Rashtriya Raksha University invites an Expression of Interest for a highly fulfilling and satisfying position of Project Managers in the Directorate of Indigenisation, Innovation and Start ups set by Rashtriya Raksha University from the interested candidates.

### **About Rashtriya Raksha University**

- Rashtriya Raksha University, an Institution of National Importance of India, Pioneering National Security and the Police University of India, Ministry of Home Affairs, Government of India, is established by the Parliament of India, Act No. 31 of 2020.
- The University aims to become an academic-research-training ecosystem for national security and police. Its endeavors focus on highly professional national security, police education, research, and training through its qualified civilian and security faculty, committed human resources, motivated participants and students, intellectually stimulating and professional disciplined environment, and worldwide network, sharing, and exchange. It aims at providing security and strategic education in contemporary and futuristic security and strategic studies and interdisciplinary areas.

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- RRU has set up Directorate of Indigenisation, Innovation and Start Ups (DIIS) with an aim to facilitate innovation, incubation, and technology acceleration in the security space. DIIS is geared to integrate component technologies onto a platform and facilitate the gradual development of the technology to meet the qualitative requirements (QRs) of the forces.
- DIIS has been collaborating with various industries and academia for partnerships overinterdisciplinary and technology domains. DIIS has been working with a broad coalition of researchers, practitioners, government agencies, and students in an attempt to improve the security infrastructure of our nation through technological and social innovations. The goal is to provide the highest level of support to security forces by bringing industries, academics, and research one step closer to realizing the innovation potential of our nation.

## **1. Job Title: Project Manager(Legal)**

### **➤ Educational Qualification & Experience**

- Master's degree in law with minimum four years experience in the relevant field. Preference will be given to person having a background in compliances related to startup ecosystem and handling research projects.
- PhD scholar in law is preferable.

### **➤ Roles and Responsibilities**

- Lead various projects as project manager and team manager
- Knowledge of creation of Infrastructure, Policies, Processes, and Frameworks for Incubation and Start-ups
- Knowledge of business plan development, strategic partnership, market analysis, and company registrations
- Should possess knowledge and experience of drafting of legal documents/ agreements/contracts etc in the area of Company Law Matters/ Arbitration matters / Service matters and other laws.
- Ability to guide and encourage student participation in startups.
- Develop research projects, collect data, data analysis and report writing in areas of law relating to security sector, social and criminal justice sector.
- Perform any other duties as required.

### **➤ Essential skills and abilities**

- Proficiency in Microsoft Office programs and an interest in continued knowledge of technology as it evolves.
- Ability to work alone and as part of a Training & Development team......

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- Comfortable performing experiments alone without close guidance or supervision.
- Excellent communication skills in verbal and written formats.
- You have a keen eye for detail and organization.
- Ability to work a flexible schedule (24x7) as a coordinator with Stakeholders
- Ability to openness to learning new ways of performing the given task.
- **Monthly Remuneration to be offered:** - INR 66,000/-
- **Number of Vacancies Available** - 01
- **Contract Period:** 364 days

## 2. Job Title: Project Manager (Incubation & Commercialisation)

### ➤ Educational Qualification & Experience

- Master's degree in any discipline with minimum five years of experiences in education management, scientific research, protocol development, startup support management, entrepreneurial organizations, procurement for Government organisation via GeM portal, innovation management and working with ecosystem stakeholders and government institutions on implementing startup centric policies and allied impactful agendas.
- Preference will be given to those candidates who have worked with government educational PSUs/Trust/Societies/Section 8 companies.

### ➤ Roles and Responsibilities

- Proficient in Innovation Management
- Should be able to Draft Operations/Innovation/Procurement Policies
- Strong understanding of computer-based analytical equipment
- Strong communication power & Self presented
- Should have a Strong understanding of local, national, and global Start-up ecosystems
- Knowledge of creation of Infrastructure, Policies, Processes, and Frameworks for Incubation and Start-ups
- Knowledge of SSI/MSME registration.
- Advising and assisting management in the various organizational decision-making processes by maintaining financial issues and preparing budgets.
- Able to meet any reasonable deadlines
- Extremely innovative when necessary
- Ability to work independently and provide vision to the incubate companies and Start-ups

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- Perform any other duties as required.

➤ **Essential skills and abilities**

- Proficiency in Microsoft Office programs and an interest in continued knowledge of technology as it evolves.
- Ability to work alone and as part of a Training & Development team.
- Comfortable performing experiments alone without close guidance or supervision.
- Excellent communication skills in verbal and written formats.
- You have a keen eye for detail and organization.
- Ability to work a flexible schedule (24x7) as a coordinator with Stakeholders

Ability to openness to learning new ways of performing the given task

➤ **Monthly Remuneration to be offered:** - INR 66,000/-

➤ **Number of Vacancies Available** - 01

➤ **Contract Period:** 364 days

### **3. Job Title: Project Manager (Outreach, Management & Administration)**

➤ **Educational Qualification & Experience**

- Master's degree with minimum five years experience in relevant field.
- Preference shall be given to the candidate having a background in startup ecosystems, outreach management and administration, economic structure, national security, managing hackathons; and good communication skills in English.
- Candidate having strong liasioning skills is preferable.

➤ **Roles and Responsibilities**

- Lead various projects as project manager and team manager
- Engagement with stakeholders to understand the Research and Development requirements of the security industry and forces and liaison with partner institutions across the nation to initiate research projects on the same.
- Lead outreach events/seminars/conferences/events.
- Manage and Coordinate projects and ensure timely deliverables
- Strong communicative and analytical skills
- Should possess administrative, managerial, and leadership skills
- ~~Ability to work independently and provide vision to the incubate companies and~~

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#### Start-ups

- Ability to liaise with other Incubation centers of Govt.
- Ability to guide and encourage student participation in startups.
- Perform any other duties as required.

#### ➤ **Essential skills and abilities**

- Proficiency in Microsoft Office programs and an interest in continued knowledge of technology as it evolves.
- Ability to work alone and as part of a Training & Development team.
- Comfortable performing experiments alone without close guidance or supervision.
- Excellent communication skills in verbal and written formats.
- You have a keen eye for detail and organization.
- Ability to work a flexible schedule (24x7) as a coordinator with Stakeholders
- Ability to openness to learning new ways of performing the given task

➤ **Monthly Remuneration to be offered:** - INR 66,000/-

➤ **Number of Vacancies Available** - 01

➤ **Contract Period:** 364 days

#### ➤ **Application documents to be shared**

- Interested candidates can submit their Resume with the Application form on or before 07 February 2023 till 1700 hrs to [career@rru.ac.in](mailto:career@rru.ac.in).
- The short-listed candidates will be called for interviews (online/offline as per prevailing Covid-19 situation) after a due screening of the applications.
- For any query or clarification, please feel free to contact [career@rru.ac.in](mailto:career@rru.ac.in)

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## General Instructions

1. The prescribed qualifications and/or experience shall be the minimum, and the mere fact that a candidate possesses the same shall not entitle him/her for interview. The Rashtriya Raksha University shall have the right to restrict the number of candidates to be interviewed to a reasonable level based on better or higher qualifications and experience than the minimum prescribed.
2. The contractual appointment shall end on the stipulated date of expiry of contract in appointment letter. Selected candidates shall have no right to renewal, extension of conversion into permanent employment.
3. The University retains the discretion not to make any appointment to this vacancy, to make an appointment at a revised remuneration, or to make an appointment with a modified job description and to fix revised qualification, experience, remuneration and requirements.
4. Canvassing or influencing in any form on behalf of any candidate will disqualify such candidate. Rashtriya Raksha University reserves the right to take appropriate action against such candidate.
5. Read carefully qualification & experience for the requirements of the relevant discipline and apply only if you have requisite qualifications and experience.
6. The Rashtriya Raksha University shall have the right to:
  - a. relax any of the qualifications/experience at its discretion;
  - b. draw/ reserve panel(s) against the possible vacancies in the near future;
7. Experience and qualification will be reckoned as on the date of interview.
8. No TA / DA shall be paid to the candidates for attending the interview.
9. In case of any inadvertent mistake in the process of selection, which may come to notice at any stage even after the issue of appointment letter, the Rashtriya Raksha University reserves the right to modify / withdraw / cancel any communication or offer, made to the candidates at any stage.
10. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Rashtriya Raksha University shall be final and binding.
11. No correspondence will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview.
12. Candidate has to stay at Rashtriya Raksha University, Lavad Campus, if required.
13. The appointment shall be governed by the rules, regulations and/or decision of the Rashtriya Raksha University.

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14. Reporting time for Walk in Interview is mentioned in the aforementioned table. No candidate shall be considered after given reporting time.
15. The candidates are required to bring three copies of their resume with photograph, affixed on all copies, original and one set of photocopy of their Academic certificates, Experience certificate and other documents.
16. Qualified female, reserved category, minority candidates are strongly encouraged.
17. COVID-19 Guidelines to be followed during the walk-in-interview as per Annexure-II. Candidate has to submit the Corona self-declaration form to security before entering in to the premises of the University as per Annexure-III.
18. Candidate has to download the brief profile of the candidate for teaching staff for Online & Walk-In-Interview from the RRU website. Filled the form for the same and produce at the time of document verification with all necessary documents with true copy.
19. Address: Rashtriya Raksha University, Lavad, Dahegam, Gandhinagar-382305, Gujarat, India.
20. If you have any query/questions/information, please write only on **sastra@rru.ac.in**
21. The University retains the clarification to offset the experience with education qualification and VICE-VERSA

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