

DEFENCE INNOVATION ORGANISATION

Innovations for Defence Excellence (iDEX)

www.idex.gov.in

The Defence Innovation Organisation (DIO) is looking to hire 1 Deputy Program Director (Finance) for its iDEX team having experience in working for Accounts, Budgeting and Finance. Experience in handling Accounts of large departments, department handling start-up ecosystem, handling Grant/ CSR related financial activities, dealing with the innovation and entrepreneurship ecosystem is desirable.

Detailed job descriptions are given in **Annex-I**.

The Innovations for Defence Excellence (iDEX) framework, launched in April 2018 at DefExpo 2018, primarily aims at creation of an ecosystem to foster innovation and technology development in Defence and Aerospace in India by engaging industries including MSMEs, Start-ups, Individual Innovators, R&D Institutes & Academia, and providing them grants/funding and other support to create product and services for future adoption for Indian defence and aerospace needs.

iDEX is also the executive arm of the Defence Innovation Organisation (DIO), which is the legal entity, a Section-8 company, created by the defence PSUs HAL & BEL, to support the MoD in building the entrepreneurship and innovation ecosystem in Defence in India by implementing the iDEX framework.

Submission of Applications

- Interested candidates must apply on the website www.idex.gov.in under **career section** on or before **5:00 PM, 27th February 2022**.
- The application must have **resume** in a **single pdf file (no more than 5 MB in size) uploaded with application form**.
- Please note any deviation from the prescribed method (including but not limited to file size) of submitting applications may result in immediate disqualification of the application.
- DIO will not entertain any queries regarding the recruitment process neither is it obligated in any manner to explain its hiring decision to the applicants.
- Shortlisted candidates may be called for an in-person interview to New Delhi.
- Other terms and conditions for the engagement will be notified to shortlisted applicants at a later date.
- Note: The Defence Innovation Organisation reserves the right to terminate the engagement process or the Contract at any time, without assigning any reason.

Annex-I

Job Description – DEPUTY PROGRAM DIRECTOR		
1	Name of post	Deputy Program Director (Finance)
2	Number of posts	1 (Tentative – Actual may vary)
3	Method of recruitment	Contract Basis
4	Age Limit	Candidates should be below 40 years of age as on 27th February, 2022
5	Period of Contract	Initially for a period of 2 years (can be extended up to 5 years – one year at a time, on the recommendation of the DIO Board). In case a person leaves before completion of one year, he/she will not get any work certificate.
6	Remuneration (per month)	A total consolidated amount of Rs. 1,50,000/- per month out of which Rs 30,000/- would be performance based pay inclusive of Transport Allowance and all taxes. There shall be an annual increase of Rs.10,000/- per month subject to satisfactory performance.
7	Education qualification	<p>Essential Chartered Accountant (CA), with minimum 8 years of relevant experience in Accounts, Budgeting and Finance.</p> <p>Desirable Experience in handling Accounts of large department, department handling start-up ecosystem. Experience in handling Grant/ CSR related financial activities. Experience in dealing with the innovation and entrepreneurship ecosystem.</p>
	Job description	<p>Supporting the iDEX CEO/Addl CEO/COO by managing specific projects related to any of the following iDEX activities:</p> <ul style="list-style-type: none"> • Evaluation of all financial statements submitted by iDEX Winners for tranche release • Processing of Tranche/ Grant release. • All financial and accounting matters of iDEX DIO • All Budget related issues. • Ensuring best management of Corpus for organisation. • CSR related management. • Maintaining physical asset register for organisation. • All capital, revenue, remuneration related activities. • Maintaining and dealing with Audit requirement of organisation.

		<ul style="list-style-type: none">• Coordinating the team of finance personnel of organisation.• Any tax related issues.• Support DIO Management in Project budget planning and management• Prepare expenditure analysis for overall program.• Any other task assigned from time to time.
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