SUK Research and Development Foundation

(Section 8 Company of Shivaji University, Kolhapur)

Walk-in-interview

Applications are invited in the prescribed form available online on Shivaji University website **www.unishivaji.ac.in** under the tab **"Recruitments".** For the following Administrative post to be filled in 'SUK Research and Development Foundation (SUKRDF)' a Section 8 Company of Shivaji University, Kolhapur. **This post is purely on contract basis and will be offered for a period of 11 months.**

- Interested candidates should apply online on or before **20/11/2026.** Candidate who have Applied online must bring **Two (02) HARD COPIES** of application form **at the time of Interview. Out of which ONE copy should have attached attested copies of all relevant necessary documents.**
- Those who fail to comply with above instructions shall be considered to be Not Eligible for the further selection process.
- The date of the walk-in interview will be communicated to shortlisted candidates. The interview will be conducted at the Main Administrative Building, Shivaji University, Kolhapur, with a reporting time of 10:30 AM.

Post Coad	Post No.	Name of Post	Category	Vacant post	Qualification and Experience
IM	1	**Incubation Manager**	**Open**	**1**	1) Post graduate preferably from Management discipline, 2) Experience as Executive Director / Centre Manager of minimum 2 years of successful Incubation Centre / Academic teaching experience of minimum 2 years / Experience of managing legal compliance of admission to graduation of min 5 successful incubates / Minimum 3 years of experience with industrial organization of managing team members / Experience of preparing incubation policy document, knowledge of start-up support system, experience of networking with industry & mentors / Experience of filing and documentation of Centre operations / Knowledge of ISO system of certification, Planning, operation and scaling up of mentoring clinic kind of activities.

Continued …2

INSTRUCTIONS, TERMS AND CONDITIONS:-

1. Proficiency in Marathi and English languages is essential.
2. **Age limit:** Above 30 years.
3. **Compensation for the post of Incubation Manager:** Maximum CTC up to ₹ 50,000/- fixed and consolidated, per month. This is the maximum possible CTC and the final offer may defer, subject to the approval of SUKRDF and University Authorities.
4. Applicants already in the employment either in temporary capacity or in permanent capacity in the University / Affiliated colleges, outside the University in government agencies should submit their applications through proper channel on or before last date prescribed for this purpose.
5. Applications with incomplete information or / and erased / wrong information, in respect of educational qualifications, experience, age etc., if the certificates attached with application form are not attested and / or application without receipt of prescribed fee will not be considered. No correspondence in this respect will be made from this office
6. Applicants should attend interview at his / her own expenses.
7. The selection process shall be undertaken through rigorous interview. If it is found that the information received from an applicant is false and / or is based on false certificates, will be liable for legal action, then such candidate will be immediately barred from further process.
8. Canvassing directly or indirectly is strictly prohibited and liable for disqualification.
9. All updates, corrigendum (if any), instructions regarding this recruitment from time to time shall be updated on Shivaji University website only. Hence, the applicants are advised to visit university website regularly for further updates / details, if any. In case of any query regarding said recruitment, please contact on the E-mail: sukrdf@unishivaji.ac.in
10. The SUK Research and Development Foundation reserves the right to fill or not to fill the post advertised.
11. The SUK Research and Development Foundation reserve all rights to decide criteria / procedure for short listing of eligible candidates.
12. Disputes related to this advertisement are subject to Kolhapur Jurisdiction.
13. Mere possession of minimum qualifications does not confer any right to be called for interview and / or for the final selection.

To apply click here: https://forms.gle/XXGLD9iMAvqn4Fj26

Place: Kolhapur.
Date: 13.11.2026

sd/-
CEO, SUKRDF