

**OTS, AHEAD OPERATIONS EASTERN UNIVERSITY, SRI LANKA WALK IN INTERVIEW**

**POST OF UNIVERSITY BUSINESS LINKAGE (UBL) CELL MANAGER (FULL TIME ON CONTRACT)**

Eligible candidates are invited for a Walk in Interview for the Post of Manager/University Business Linkage (full-time on contract) under AHEAD Grant, Eastern University, Sri Lanka.

**Date: 19th January 2023 (Thursday) Time: 9.00 am**

**Venue: CQA Board Room, Eastern University, Sri Lanka, Vantharumoolai.**

**QUALIFICATIONS:**

A Degree from a recognized University and a sound knowledge and experience on Entrepreneurship /Business/Management/Commercialization.

**NOTE: Please bring the original and certified copies of all Educational and Professional qualifications along with the updated CV for the interview.**

**REMUNERATION AND OTHER BENEFITS**

A payment of **Rs. 55,000 per month (Fixed)** with EPF and ETF shall be paid. The appointment will be made up to **30-June-2023.**

 **KEY TASKS**

* Support the UBL Cell Director to monitor and coordinate AHEAD activities under the overall implementation of UGC circular 10/2016, and any subsequent updates, at the University.
* Assist the UBL Cell Director to submit Phases 1-4 of the UBL Cell score card to the OMST in a timely manner.
* Assist the UBL Cell Director to develop an overview of what are the R&D and innovation projects at the university which have potential commercialization value. Identify the faculty members and senior students who are involved and their disciplines.
* Support the UBL Cell Director to build a network of entrepreneurs, investors, small and large businesses which can work with the University researchers.
* Coordinate the actions related to strengthen the knowledge of Intellectual Property among academics and students, and support them to obtain IP protection where relevant.
* Facilitate the commercializing of research and innovation outcomes of the University.
* Assist the UBL Cell Director to report the physical, procurement and financial progress and the performance indicators of the UBL Score card to the OMST.
* Liaise regularly and closely with the OMST to ensure smooth functioning of the AHEAD activities.
* Get familiar with all documentation prepared based on the UBL cell score card and with suitable editing use it in the commercialization of research.
* Be responsible for the timely administration of the UBL Cell.
* Maintaining records, assisting the conduction of procurement reviews and furnishing reports as required.
* Any other activities instructed by the Director, UBL Cell to satisfy the timely requirements of the UBL Cell activities of the Eastern University, Sri Lanka.

**Note**: For further information please refer the UGC Commission Circular No. 10/2016.

**Director**

**OTS AHEAD Operations**

**Eastern University, Sri Lanka**

**09/01/2023**