



IIT PALAKKAD TECHNOLOGY IHUB FOUNDATION

(Incorporated under Section 8 of the Companies Act 2013)

Ref: IPTIF/HR/Adv/2025/004

22.05.2025

Palakkad

Advertisement for the position of Manager - Facilities

About NM-ICPS and TIH-ICS

The Union Cabinet approved the National Mission on Interdisciplinary Cyber-Physical Systems (NM-ICPS) to be implemented by DST with a total outlay of Rs.3660 crore for a period of five years. The Mission aims to create a strong foundation and a seamless ecosystem for CPS technologies by coordinating and integrating nationwide efforts encompassing knowledge generation, translation research, technology and product development, human resource development, innovation & commercialization standards and international collaborations. To this end, a TIH on Intelligent Collaborative System (TIH-ICS) has been established at Indian Institute of Technology Palakkad.

About IIT Palakkad

Indian Institutes of Technology (IITs) are autonomous public institutions of national importance for higher education in engineering, science and technology. IIT Palakkad was announced by the Government of India in 2014, and began with a head start in the very next academic year, 2015-16, with the support of IIT Madras. The academic program was launched by admitting students to the B. Tech. course in the disciplines of Civil Engineering, Computer Science & Engineering, Electrical Engineering and Mechanical Engineering. IIT Palakkad can already boast of a vibrant student and faculty community drawn from different parts of the country; it has truly emerged as a microcosm of India.

About the company

IIT Palakkad has established IIT Palakkad Technology IHub Foundation (IPTIF) to facilitate the Technology Innovation Hub on Intelligent Collaborative Systems (TIH-ICS) setup at IIT Palakkad by NM-ICPS coordinated by the DST, Govt. of India. TIH-ICS, through IPTIF, plans to attract potential and harness expertise available nationwide, thus fostering research innovation, world-class technology and product development. IPTIF also plans to build linkages with research institutes and labs within and outside India. One of the primary goals of this company is to work in close collaboration with the industry to deliver commercial technology and products, and build a vibrant innovation ecosystem by providing a reliable platform for technology-based start-ups and entrepreneurs.



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Job Description

Position: Manager - Facilities

Nature: Full-time, On-site

Location: Palakkad, Kerala

Start Date: Immediate

Context & Role: IPTIF over the past four years have supported multiple technology development projects, supported startups and entrepreneurship, conducted skill development programs and events and forged collaborations with National and International Organizations in all of the above verticals. Currently, IPTIF leadership and a team of experienced Faculty advisors from IIT Palakkad are driving the organizational strategies and operations with the guidance from Senior Advisors and Board of Directors. As the organization enters its fifth year, IPTIF intends to strategically grow the organization towards self-sustainability and scale up its business and operations by leveraging on the momentum generated and taking further support from the ecosystem. IPTIF has established a wide range of state-of-the-art facilities, including fabrication units, laser cutting, 3D printing, a motion capture lab, battery testing facilities, and more—designed to support startups and entrepreneurs in prototyping and product testing

In this context, we are seeking an accomplished and experienced Manager - Facilities to oversee and manage the day-to-day operations of multiple state-of-the-art laboratories within a Technology Innovation Hub, including a Fab Lab, Motion Capture Lab, 3D Printing Facility, and Battery Testing Facility to drive revenue growth, formulate strategy, develop industry partnerships and spearhead expansion initiatives, leveraging cutting-edge in-house facilities. The ideal candidate should have extensive experience in building monetization models, bringing operational efficiencies to the facilities, executing project/job works and delivering the services/products as per the required standards. This role requires strategic thinking with hands-on executional capabilities, good industry connect, running in house facilities and strong understanding of lab facilities.

IPTIF, being a young organization with a small team, has an entrepreneurial work culture and we require the successful candidate to be adaptive, flexible, ready to operate under tight deadlines and be a good team player with ability to strategize and work independently. The role will be reporting to the CEO/COO.

Key Responsibilities:

- Ensure the smooth operation and maintenance of all lab equipment and coordinate facilities by proper User Engagement & Scheduling to support researchers, startups, and institutional users and project teams in prototyping, testing and development activities.
- Develop and implement standard operating procedures (SOPs) for lab usage, safety and regulatory protocols and environmental standards, maintain lab usage logs and generate periodic utilization reports.
- Formulate strategies to ensure optimum utilization of the facility working closely with Senior Associate - Business Development and Leverage the facility for sustainable income generation.
- Schedule and monitor preventive maintenance for machinery and lab infrastructure, Conduct periodic audits, risk assessments, and safety drills.



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- Liaise with vendors for repairs, servicing, and calibration of equipment.
- Supervise and coordinate a team of lab technicians, interns, and support staff
- Oversee inventory management of consumables, tools, and equipment, Assist in budgeting for facility upgrades, consumables and maintenance.
- Manage procurement of tools, spare parts, and equipment in collaboration with the procurement team.
- Facilitate training for staff and users on proper equipment handling and safety procedures

Required Qualifications & Skills:

- Master's degree in Mechanical, Electrical, Mechatronics, or related engineering field.
- Minimum 8-10 years of experience in facility/lab management or technical operations in a high-tech or R&D environment.
- Hands-on experience with digital fabrication tools, 3D printing technologies, motion capture systems, and battery testing equipment.
- Strong understanding of safety standards, lab protocols, and maintenance procedures.
- Excellent organizational, communication, and leadership skills.
- Familiarity with CAD software, IoT systems, or lab automation tools is a plus.
- Prior experience working in innovation hubs, maker spaces, or academic R&D centers is an added advantage.

Emoluments & other terms

- A CTC of **INR 10-12 Lakhs per annum** as per qualification and experience
- The exact amount will be fixed based on experience and skill-set.
- Duration of employment will be initially for **one year** with a scope of extensions subject to performance.
- The selected candidate will have to work on-site at Palakkad and join at the earliest.

Application process

Interested candidates can apply by visiting the following Google form on or before **30th May 2025, 5.00 pm**. Apply at : <https://forms.gle/2c52zL3GrE86aTu77>

For any queries related to the position or application process, please contact manager-hr@iptif.tech with CC to ceo@iptif.tech, coo@iptif.tech

Note:

- IPTIF reserves the right to change the cut-off qualifications and experience for calling the candidates for an interview.
- The application portal will be closed as soon as we find the right candidate. Therefore, you are encouraged to submit your application at the earliest.
