



**IIT Ropar – Technology and
Innovation Foundation for
Agriculture and Water Technology
Development Hub (AWaDH)**

CIN: U80100PB2020NPL051623

A Technology Innovation Hub established by the
Department of Science & Technology (DST),
Government of India, in the framework of National
Mission on Interdisciplinary Cyber-Physical
Systems (NM – ICPS)

316/317, M. Visvesvaraya Block
Indian Institute of Technology Ropar
E-mail: awadh@iitrpr.ac.in

**Advertisement inviting applications for the position of *Compliance Officer* at TIF – AWaDH / IIT
Ropar**

Advt No.: CO/March 2024/01

Applications are invited for the position of a Compliance Officer to work at a DST sponsored Technology Innovation Hub, IIT Ropar – Technology and Innovation Foundation at the Indian Institute of Technology Ropar.

Last Date for Application: March 21, 2024

IIT Ropar – Technology and Innovation Foundation (TIF) is a Section – 8 company founded to support the initiatives of Technology Innovation Hub – AWaDH (Agriculture and Water Technology Development Hub) at the Indian Institute of Technology Ropar in the framework of National Mission on Interdisciplinary Cyber-Physical Systems (NM – ICPS) by the Department of Science and Technology, Government of India. The TIF supports the R&D in the domain of Agriculture and Water and provides incubation/acceleration support to technology-based start-ups towards sustainable agriculture and the environment.

Job description: Compliance Officer

Location: IIT Ropar - TIF

No of Vacancies: 01 (One)

Nature: Full time (on contract), for a duration of two years which may be extended further on the basis of performance.

Responsibilities

1. Monitors all operational processes and procedures using a compliance management platform to ensure that the company complies with all legal regulations and ethical standards.
2. Manages information flow by researching, recording and analysing data and information. With a regular flow of information and conducting compliance risk assessments, they ensure that the business runs smoothly.
3. Trains and educates staff so that they are informed of any legal changes and updates to compliance guidelines.
4. Acts as contact person and liaison between department heads and senior management.
5. Conducts regular assessments to determine whether policies are compliant with the law.
6. Develop and monitor overall HR strategies, systems, tactics and procedures across the organization
7. Provide financial reports and interpret financial information to managerial staff while recommending further courses of action.
8. Prepare/Supervise the Utilization certificates and Statement of Expenditure from time to time as required by the funding agency.
9. Manage the preparation of the company's budget.
10. Liaise with auditors to ensure appropriate monitoring of company finances is maintained.

11. Correspond with various other departments, discussing company plans and agreeing on future paths to be taken.
12. Oversee operations of the finance department, set goals and objectives, and design a framework for these to be met.

Skills and Qualifications

- **Educational qualifications:** Master's degree in Finance, Accounting or Economics is essential.
- Qualified Member of ICSI or equivalent with minimum 1 years of experience or Law graduate with minimum 5 years of experience.
- Relevant experience of working with entrepreneurs, startups, or professional consultancy.
- Experience in being part of a growing company management team.
- Evidence of strong organizational, interpersonal and communications skills.
- Ability to work with diverse groups including businesses, entrepreneurs, major corporations, universities, the public and economic development organizations.
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Compensation, Tenure, and other details:

- In the range of INR 12-15 Lakh annual CTC, depending on experience. An initial period of appointment will be two years, extendable based on the performance.
- Age: less than 35 years
- Separation condition: 1 calendar months' notice in the first year and two calendar months' notice in subsequent years, in writing for separation on either side or salary in lieu of the notice period.

General Instructions:

1. The TIF – AWaDH reserves the right to restrict the number of candidates for the further recruitment process to a reasonable limit, based on age, qualification, experience, etc.
2. The Hub also reserves the right to reject any or all the applications without assigning any reasons.
3. The number of positions may be changed at the time of recruitment without assigning any reason.
4. Eligibility of a candidate to the post will not automatically mean that he/she will be shortlisted and called for a further recruitment process. No request in this regard will be entertained for review etc.
5. Shortlisted candidates will be informed of the further recruitment process through registered e-mails only.
6. The selected candidate will be expected to join within one months from the date of the Offer of Appointment.
7. A person working in Govt. Organization / Autonomous Bodies / PSUs etc., will be required to produce the No Objection Certificate (NOC) before the interview or should send his/ her application through the proper channel.

How to Apply:

Interested candidates may send their details in the below mentioned Google Form link on or before 21st March 2024.

Link for Google Form: https://bit.ly/ApplicationForm_CO

Note: Only shortlisted candidates shall be called for the further recruitment process. The decision of the management for the short listing and selection will be final. The No. of positions may be changed at the time of recruitment without assigning any reason.



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About the iHub – AWaDH:

IIT Ropar – Technology and Innovation Foundation (TIF) is a Section – 8 company founded to support the initiatives of recently established Technology Innovation Hub – AWaDH (Agriculture and Water Technology Development Hub) at the Indian Institute of Technology Ropar in the framework of National Mission on Interdisciplinary Cyber Physical Systems (NM – ICPS) by the Department of Science and Technology, Government of India. The TIF support the R&D in the domain of Agriculture and Water, and provides incubation support to technology-based start-ups towards sustainable agriculture and environment.

The R & D domains of AWaDH to deploy CPS are:

- Water/industry discharge assessment, treatment, and management,
- Advancement of land resources and farm preparation,
- Agriculture automation and precision farming,
- CPS in harvesting and post-harvesting, and
- The application of the Internet of Things (IoT) in the domain of Agriculture and Water.

The scientific knowledge and technology advancements achieved at AWaDH will be deployed in (i) Food Processing Industries, (ii) Rural Development, (iii) Fisheries, (iv) Skill Development and Entrepreneurship, (v) Textiles industry for discharge management, (vi) Electronics and IT Industry for the development of IoT devices, (vii) Fertilizer industry for the optimized combinations of nutrients, (viii) Food and Public Distribution, (ix) Atomic Energy, (x) NITI Aayog for implementing different government schemes, (xi) implementation of farming practices in terms of preparation of farmland, pre/post-harvesting, delivery of the agricultural commodities to the consumers, preservation, and storage without affecting the environment.

Some of the technologies that are being developed at AWaDH are: (i) Design and development of IoT enabled nano- bubble technology/oxygen generators for water treatment for remediation of rural domestic and industrial wastewater, (ii) IoT based CPS for the water quality assessment and management, (iii) Technology for the generation and application of crop-residue derived Biochar, (iv) CPS for mapping the naturally occurring and artificially infused radioisotopes in soil and water, and AI-based CPS for optimized fertilizer application, (v) Design and development of IoT enabled Harvester-cum-Bailer machine for Stubble Management, and Extra-ordinary and diversified applications of stubble for better environment and new livelihoods opportunities, (vi) urban farming, (vii) Automation in agriculture for the precision farming in Rural and Urban settings, and (viii) IoT in the Domain of AgriTech Livestock Monitoring in the food processing industry.