



Job Description: Project Coordination Engineer – Innovation Programs

1. Role Overview

Motivated engineering graduate to support defence and deep-tech innovation programs involving startups and academic institutions.

This role combines technology understanding, program coordination, and stakeholder management, and is ideal for candidates interested in emerging technologies and national innovation initiatives.

2. Eligibility

- Bachelor's degree (0–3 years experience) in Aerospace, Electrical, Mechanical, or related engineering
- Strong interest in deep-tech, innovation, or the startup ecosystem

3. Key Responsibilities

3.1 Program Execution

- Support execution of innovation programs and track milestones
- Prepare and update program documents and reports
- Help organize technical reviews, demo days, and user evaluation sessions

3.2 Coordination

- Coordinate with startups, MSMEs, and academic teams
- Monitor prototype progress, testing, and technology maturity
- Identify delays or risks and escalate issues proactively

3.4 Understanding & Support

- Develop a working understanding of domains such as UAVs, AI/ML, robotics, sensors, communications, and materials
- Support technical documentation, evaluation notes, and committee presentations

3.5 Program Management & Reporting

- Maintain project trackers, milestone dashboards, and status reports
- Support review presentations, minutes of meetings, and leadership summaries

4. Desired Skills & Attributes

4.1 Technical

- Strong engineering fundamentals and curiosity for emerging technologies
- Ability to learn new technologies quickly

4.2 Project management

- Strong organization, time management, and documentation skills
- Ability to manage multiple workstreams effectively

4.3 Communication

- Clear written and verbal communication
- Ability to work with startups, researchers, and senior defence stakeholders

4.4 Behavioral Traits

- Proactive, ownership-driven, and solution-oriented
- Comfortable working in dynamic environments

5. Preferred Exposure (Nice to Have)

- Internship exposure in R&D labs, startups, defence, manufacturing, or technology firms
- Familiarity with innovation programs, TRL concepts, or basic project management tools