

Position: Officer - (Data Research and Analysis)		Position Code: MII-ORA-01
No of positions: 1 (one)		
Duration: Biotechnology Industry Facilitation Cell Program Management Unit (PMU) for Make in India is set up by the Department of Biotechnology (DBT) at BIRAC. This position is purely temporary (on contractual basis) and co-terminus with the project. The present duration of the project is up to March 2026.		
Consolidated Remuneration: Between Rs.60,000/- to Rs.2,10,000/- Lump sum per month depending on Qualifications and Experience.		
Job Description: National Mission Program - Make in India (MII) for Biotech sector is led by DBT and supported by BIRAC since 2015. The PMU undertakes policy advocacy, data research and analysis, stakeholders' consultations and provides strategic inputs. It supports Biofoundry/ Biomanufacturing initiative. The Project Development Cell, Investment Clearance Cell for biotech sector set up under this PMU will work closely with Invest India & DBT for the growth of the Bioeconomy and Biotech Innovation ecosystem of the country. The officer will support the team in overall execution of MII cell activities, coordinate stakeholders' interaction and responsible for data analysis and reports preparation required for policy level inputs.		
Reporting: The person will be reporting to Mission Director – MII.		
Key Responsibilities: <ul style="list-style-type: none"> Support and assist in organization, coordination and documentation of Strategy meetings, vision documents, Stakeholder interactions. Prepare detailed reports applicable to Make in India in the Biotechnology sector. Provide regular updates on activities of Make in India & Start-up India action plans. Manage and expand partnerships with Industry, States, Investors and other stakeholders. Take the lead in organizing activities like State Conclaves, Webinars, Stakeholders' meetings, Investor consultations & other outreach activities. Manage and update MII microsite and keep different dashboards updated. Assist MII team for assigned activities. Support in New Initiatives/Activities including Bio-Manufacturing Hub. Contribute in other assignments aligned with the mandate of Make in India. Domestic Travel is required. 	Essential Qualifications: Masters in biological sciences/ allied areas/ Public Policy/ Policy Administration.	
	Desirable Qualifications: PhD in translational research of industrial application. Strong written and oral communication skills	
	Experience: Minimum 2 years of work experience in any reputed life sciences industry/ Govt Agency/ KPO/ CRO/ CDMO/ Startup/ Public Policy Administration/ others	
	Desirable: Experience in preparing detailed reports, documentation skills, data analysis	
	Age Limit: 30 years as on closing date of vacancy.	