

**Invest Karnataka Forum**

**Engagement of key professionals on contractual basis**

**Information Memorandum**

## **1. Introduction**

Karnataka has always been a leading investment destination in India. The state ranks high in various sectors such as Biotech, Pharmaceuticals, Aerospace & Defence, Auto / Auto components, etc. in both manufacturing and R&D activities. Karnataka is also known as the software hub of India and is a preferred destination for software and IT services sector as well. The entire investment promotion and facilitation activity is supervised by the Department of Commerce & Industries. The investment promotion activities are undertaken by the Invest Karnataka Forum (IKF), which is the Investment Promotion Agency (IPA) of Karnataka.

IKF proposes to strengthen the human resource in the Company in phases to handle promotional activities in line with the overall objective of bringing more investments to the State.

## **2. Key professionals to be engaged**

At the first phase of strengthening IKF, it is proposed to engage following three key professionals:

- (i) Investment Promotion Head
- (ii) Sector Lead-1
- (iii) Sector Lead – 2

## **3. Nature of engagement**

Engagement will be purely on contractual basis for an initial duration of two years, extendable further on merits and mutually agreed terms and conditions.

**4. Location of work**

IKF office Bangalore. Professionals have to perform extensive travel based on the job requirement.

**5. Qualification, job description, roles and responsibility and CTC**

Enclosed at Annexe-1A, 1B&1C respectively for three professionals.

**6. Format and mode of application**

Application need to be submitted as per the Format given at Annexe-2. Filled in application along with all supporting documents to be submitted in a sealed envelop at the office of IKF or via **e-mail ceo-ikf@karnataka.gov.in**

**7. Last date for submission of application**

Application to be submitted so as to reach before 5.00 pm on 25.7.2022 at the office of IKF or via **e-mail ceo-ikf@karnataka.gov.in**. Late applications shall not be entertained.

More details may be had from:

**Chief Operating Officer**

Invest Karnataka Forum

3<sup>rd</sup> Floor (East Wing ), Khanija Bhavan

#49, D. Devaraj Urs Road, Bengaluru – 560 001

Tel: 080-22205333

**Investment Promotion Head - Job description, role and responsibility and CTC details**

|  |   |
|--|---|
| <p><b>Description</b></p>                | <p>Invest Karnataka Forum or IKF is the Investment Promotion agency of the Government of Karnataka. It comes under the Commerce &amp; Industries Department and works alongside Karnataka Udyog Mitra, which is the facilitation wing for investments in the state. IKF engages with multiple State (various departments), Central (Invest India, DPIIT, etc.), and External bodies (trade bodies, embassies, etc.) to promote Karnataka as an attractive investment destination to investors in 1x1 discussions, round table conferences, trade shows, etc.</p> <p>We are seeking candidates to lead the Investment Promotion Team of IKF. The candidate will report directly to COO, IKF and work closely with top bureaucrats in Karnataka government.</p> <p>The candidate will lead a team of 9-12 members to attract investments in the state. The candidate will be exposed to interactions with various stakeholders across different sector and will be focused on driving investments in the state of Karnataka across sectors.</p> <p>This is a once-in-a-lifetime opportunity to work with a platform with an entrepreneurial mindset. We are a young organization looking for candidates who are passionate about contributing to nation's industrial and technological advancement.</p> |
| <p><b>Qualifications</b></p>             | <p>Must have:</p> <ul style="list-style-type: none"> <li>• Minimum 7 years' experience in strategy</li> <li>• Degree in Management or equivalent preferred</li> <li>• Previous experience in sales / promotion activities</li> <li>• Robust Research, Communications, and Analytical Skills</li> <li>• Strong interpersonal skills</li> </ul> <p>Good to have:</p> <ul style="list-style-type: none"> <li>• Previous work experience in IPAs</li> </ul>   |
| <p><b>Job Description (Roles and</b></p> | <ul style="list-style-type: none"> <li>• Lead promotional activities for the organization</li> <li>• Drive investor outreach for various sector and countries</li> <li>• Ensure investment targets of the organization are achieved</li> </ul>  |

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|--------------------------|--|
| <b>Responsibilities)</b> | <ul style="list-style-type: none"><li>• Ensure liaison with facilitation wing to ensure smooth investor experience</li><li>• Collaborate with internal teams to ensure smooth investor on boarding</li></ul> |
| <b>Location</b>          | Bengaluru  |
| <b>CTC</b>               | 30-40 LPA  |

## Sector Lead– 1

## Job description, role and responsibility and CTC details

|   |   |
|---|---|
| <b>Description</b>                                  | <p>Invest Karnataka Forum or IKF is the Investment Promotion agency of the Government of Karnataka. It comes under the Commerce &amp; Industries Department and works alongside Karnataka Udyog Mitra, which is the facilitation wing for investments in the state. IKF engages with multiple State (various departments), Central (Invest India, DPIIT, etc.), and External bodies (trade bodies, embassies, etc.) to promote Karnataka as an attractive investment destination to investors in 1x1 discussions, round table conferences, trade shows, etc. We are seeking candidates to lead the sector within the Investment Promotion team of IKF. The candidate will be exposed to interactions with various stakeholders in this sector and will be focused on driving investments in the entire value chain.</p> <p>This is a once-in-a-lifetime opportunity to work with a platform with an entrepreneurial mindset. We are a young organization looking for candidates who are passionate about contributing to nation's industrial and technological advancement.</p> |
| <b>Qualifications</b>                               | <ul style="list-style-type: none"> <li>• Bachelor's in Engineering, Economics, Commerce, Science, or Public Policy domains, preferably with an MBA or equivalent Master's degree in Management/Public Policy</li> <li>• Minimum 2 years' experience in Consulting/Industry Associations/Trade bodies/Business Development/Project Management</li> <li>• Robust Research, Communications, and Analytical Skills</li> <li>• Prior experience in IPAs or related profiles will be preferred</li> <li>• Strong interpersonal skills</li> </ul>  |
| <b>Job Description (Roles and Responsibilities)</b> | <p>Promoting and facilitating investment into Karnataka for a sector.</p> <p>Specific responsibilities include:</p> <ul style="list-style-type: none"> <li>• Identifying, approaching, and liaising with innovative enterprises (Global and domestic) with direct investment potential in the sector</li> <li>• Working with potential investors through their decision process to secure new investment/expansion into Karnataka</li> <li>• Liaising and negotiating with internal and external</li> </ul>   |

|                 |   |
|-----------------|---|
|                 | <p>stakeholders/partners to secure the appropriate level of support for potential investors</p> <ul style="list-style-type: none"> <li>• Preparing Research documents/Pitch decks on areas of interest for various investors</li> <li>• Continuous targeting and interaction with potential global investors to attract investment</li> <li>• Evaluation of incentives offered under various policies related to the sector using detailed excel models to support investors</li> <li>• Resolve investor queries and grievances in stipulated time</li> </ul> |
| <b>Location</b> | Bengaluru   |
| <b>CTC</b>      | 13-17 LPA   |

## Sector Lead– 2

## Job description, role and responsibility and CTC details

|   |  |
|---|--|
| <b>Description</b>                                  | <p>Invest Karnataka Forum or IKF is the Investment Promotion agency of the Government of Karnataka. It comes under the Commerce &amp; Industries Department and works alongside Karnataka Udyog Mitra, which is the facilitation wing for investments in the state.</p> <p>IKF engages with multiple State (various departments), Central (Invest India, DPIIT, etc.), and External bodies (trade bodies, embassies, etc.) to promote Karnataka as an attractive investment destination to investors in 1x1 discussions, round table conferences, trade shows, etc. We are seeking candidates to lead the sector within the Investment Promotion team of IKF. The candidate will be exposed to interactions with various stakeholders in this sector and will be focused on driving investments in the entire value chain of the industry.</p> <p>This is a once-in-a-lifetime opportunity to work with a platform with an entrepreneurial mindset. We are a young organization looking for candidates who are passionate about contributing to nation's industrial and technological advancement.</p> |
| <b>Qualifications</b>                               | <ul style="list-style-type: none"> <li>• Bachelor's in Engineering, Economics, Commerce, Science, or Public Policy domains, preferably with an MBA or equivalent Master's degree in Management/Public Policy</li> <li>• Minimum 2 years' experience in Consulting/Industry Associations /Trade bodies/Business Development/Project Management</li> <li>• Robust Research, Communications, and Analytical Skills</li> <li>• Prior experience in IPAs or related profiles will be preferred</li> <li>• Strong interpersonal skills</li> </ul>  |
| <b>Job Description (Roles and Responsibilities)</b> | <p>Promoting and facilitating investment into Karnataka for a sector.</p> <p>Specific responsibilities include:</p> <ul style="list-style-type: none"> <li>• Identifying, approaching, and liaising with innovative enterprises (both global and domestic) with direct investment potential in the sector</li> <li>• Working with potential investors through their decision process to secure new investment/expansion into Karnataka</li> <li>• Liaising and negotiating with internal and external</li> </ul>   |



|                 |   |
|-----------------|---|
|                 | <p>stakeholders/partners to secure the appropriate level of support for potential investors</p> <ul style="list-style-type: none"> <li>• Preparing Research documents/Pitch decks on areas of interest for various investors</li> <li>• Continuous targeting and interaction with potential global investors to attract investment</li> <li>• Evaluation of incentives offered under various policies related to the sector using detailed excel models to support investors</li> <li>• Resolve investor queries and grievances in stipulated time</li> </ul> |
| <b>Location</b> | Bengaluru   |
| <b>CTC</b>      | 18-22 LPA   |

## Format for submission of Application

|    |   |   |  |
|----|---|---|--|
| 1  | Name  | : |  |
| 2  | Contact Address   | : |  |
| 3  | Date of Birth   | : |  |
| 4  | Contact Number  | : |  |
| 5  | e-mail ID   | : |  |
| 6  | PAN   | : |  |
| 7  | Aadhaar   | : |  |
| 8  | Educational Qualification<br>(give details on Degree,<br>Institution, yr. of passing and<br>% of marks) | : |  |
| 9  | Previous experience<br>(give details on employer,<br>designation, job description,<br>duration etc.,)   | : |  |
| 10 | Any other Details in support<br>of your capability to serve<br>IKF                                      | : |  |

Signature

Place :

Date :

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**Note:** All supporting documents to be submitted for ascertaining the eligibility criteria and merits of the applicant.

This Format along with all enclosures to be submitted in a Sealed Envelop at the office of IKF before the due date or by e-mail [ceo-ikf@karnataka.gov.in](mailto:ceo-ikf@karnataka.gov.in)