

## Startup Incubation and Innovation Center, IIT Kanpur

<b>Job Title</b>	Analyst – Startup Fundraising Readiness		
<b>Job Code</b>	SIIC-Analyst		
<b>Reports to</b>	Chief Operating Officer	<b>Location</b>	Noida / Kanpur (Uttar Pradesh)
<b>Job Type</b>	Full-time, permanent	<b>Tenure</b>	1 Year
<b>About the Role</b>	<p>We’re looking for a driven and detail-oriented Analyst to join our team at IIT Kanpur Incubation center and work directly with early-stage startups to assess their fundraising readiness. This role is ideal for someone with strong analytical skills, a solid understanding of venture fundraising, and a passion for working with founders to help them tell their stories more effectively.</p> <p>You’ll evaluate whether startups are investor-ready, identify gaps in their pitch or data room materials, and provide hands-on guidance to ensure they can present themselves credibly to potential investors. You’ll also support our internal investment processes by preparing materials, structuring deals, and tracking performance across the startup portfolio.</p>		
<b>Key Responsibilities</b>	<p><b><u>1. Fundraising Readiness &amp; Founder Support</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Evaluate startups across key dimensions (team, traction, market, product, financials, storytelling) to determine their fundraising readiness.</li> <li><input type="checkbox"/> Provide in-depth feedback on pitch decks and investor narratives; help refine positioning and storytelling.</li> <li><input type="checkbox"/> Review and analyze startup financial models; offer guidance to ensure projections and key metrics align with investor expectations.</li> <li><input type="checkbox"/> Conduct market research and competitor analysis to support startups in articulating their value proposition.</li> <li><input type="checkbox"/> Assist startups in organizing and optimizing data rooms for due diligence.</li> <li><input type="checkbox"/> Act as a strategic partner to founders throughout the capital-raising process.</li> </ul> <p><b><u>2 Investment Support</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Prepare detailed investment memos and presentations for internal investment committees and external funding partners.</li> <li><input type="checkbox"/> Assist in structuring investment deals, including reviewing term sheets, understanding valuation and equity dilution, and ensuring alignment with investor expectations.</li> <li><input type="checkbox"/> Support the portfolio management team by tracking startup performance, gathering KPIs, and maintaining up-to-date dashboards and reports post-investment.</li> </ul>		
<b>Travel</b>	As per approval based on project requirements on case basis		

### Startup Incubation and Innovation Center

SIDBI Building, Sixth Avenue, IIT Kanpur, Kalyanpur,  
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<b>Eligibility</b>	<ul style="list-style-type: none"><li>• Bachelor's or Master's degree in Business Administration, Finance, Economics, Engineering, or a related field.</li><li>• MBA, CFA, or related professional certifications will be considered an advantage.</li><li>• 2–4 years of experience in venture capital, investment banking, consulting, or a startup/accelerator environment.</li><li>• Strong grasp of the startup and fundraising lifecycle, especially Seed to Series A.</li><li>• Solid financial modeling skills and familiarity with startup valuation methods.</li><li>• Exceptional communication and storytelling skills—both verbal and written.</li><li>• Ability to conduct deep-dive research and translate insights into actionable recommendations.</li><li>• Collaborative and founder-friendly, with a proactive, self-directed approach.</li></ul>
<b>Desirable</b>	<ul style="list-style-type: none"><li>• Prior experience in an accelerator, incubator, or venture studio environment.</li><li>• Exposure to diverse startup verticals (e.g., SaaS, consumer tech, healthtech, fintech).</li><li>• Familiarity with tools like Affinity, Airtable, PitchBook, Carta, DocSend, or Google Data Studio.</li></ul>
<b>Communication</b>	<p>Please Note- Applications/Resumes sent to any other mail id SHALL NOT be considered for any scrutiny.</p> <p>Apply now: <a href="https://forms.gle/XgaPBQKNbybMMZtE6">https://forms.gle/XgaPBQKNbybMMZtE6</a></p>

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