



CENTRE FOR HEALTH APPLIED KNOWLEDGE & RESEARCH AUTONOMY

Advertisement No. 06/2026

(Walk-in Interview)

CHAKRA – (Centre for Health Applied Knowledge & Research Autonomy), a section 8 company of MEDD (Medical Education and Drug Department) and GOM (Government of Maharashtra) invites CVs for the following positions across its various departments:

Post Name	No. of Post
Officer In Charge – Innovation Cell	01
Executive Assistant to CEO	01

Post name, number of posts, job profile, and all details are available on <https://chakra-coe.com/career>

Sd/-

Chief Administrative Officer

CHAKRA Nashik

Date: 01/07/2026



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CHAKRA – (Centre for Health Applied Knowledge & Research Autonomy), a section 8 company of MEDD (Medical Education and Drug Department) and GOM (Government of Maharashtra) invites CV for the following positions across its various departments:

1. Officer In Charge – Innovation Cell
2. Executive Assistant to CEO

1. About CHAKRA

Centre for Health, Applied Knowledge and Research Autonomy (CHAKRA) is a pioneering initiative of the Government of Maharashtra, Medical Education and Drugs Department (MEDD), with a vision of creating a network of Centres of Excellence for promoting excellence in medical education, advance medical research and enhancing the quality of patient care. The vision is to become a national leader in medical education, healthcare delivery, and clinical/academic research at par with world class institutions.

Established in April 2025 and formally launched by Chief Minister Devendra Fadnavis in June 2025 as a section 8 company under the aegis of MEDD, CHAKRA operates on a hub-and-spoke model, working with health sciences institutes affiliated with the Maharashtra University of Health Sciences (MUHS). CHAKRA expects to form public-private partnerships for clinical trials and healthcare innovation with central government institutes, multilateral agencies, other national and international academic institutes, pharma industry, Med-tech, Health-tech, and start-ups. CHAKRA is based out of the Maharashtra University of Health Sciences campus (hub) and collaborate closely with select health sciences institutes (spokes) in Maharashtra.

CHAKRA has the following verticals: Clinical Trial and Research vertical, Digital Health, Simulation Lab and Faculty Development Academy. Through a three-tier hub-and-spoke model, CHAKRA integrates education, research, innovation, and digital transformation to advance quality, accessible, and affordable healthcare while fostering inter-institutional collaboration and translational research. The objectives of the 5 verticals within CHAKRA are as follows:

1. Faculty Development Academy: Enhancing faculty skills and promoting teaching innovation
 2. Digital Health Department/Healthcare innovations: Capacity building for health technology and AI solutions and entrepreneurial solutions.
 3. Simulation Lab: Offering Augmented Reality (AR)/Virtual Reality (VR) based clinical competency training
 4. Clinical Trials Unit: Spearheading clinical trials, fostering interdisciplinary and translational research, and facilitating evidence generation in collaboration with spokes and external partners
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5. Innovation Cell – for managing start-ups in healthcare, Med-tech, health-tech, biotech, pharma and creating Doc-preneurs.

2. Application Process

The Candidates who consider themselves eligible are required to send the following documents by email on hr@chakra-coe.com by **3rd August 2026 for OIC Innovation Cell and Executive Assistant to CEO** by **19th July 2026**. The application should have the following:

1. Covering letter which highlights the experience, knowledge and skills that candidate has which makes him/her best suited for the position they are applying for.
 2. Curriculum Vitae (CV): A detailed Curriculum Vitae is to be submitted. It should clearly detail out the experience in line with the roles and responsibilities mentioned for the role and the requirements asked for the role should be clearly highlighted.
 3. CV must include the following
 - a. Position applied for (This must be at the top of CV)
 - b. Mobile Number
 - c. Email
 4. Scanned documents to support educational qualification, experience and other relevant information may be attached.
- Any false information submitted will make the application liable for rejection.

Eligible candidates will receive an intimation about the date and time of the interview by email. Only those candidates who receive email of invitation for an interview will have to remain present for the interview at their own expense, with all documents supporting their credentials.

Interviews will not be conducted online; all the shortlisted candidates must remain present physically for the interview. Receiving an invitation for the interview gives no right or claim for selection for the said post.

1. POSTION – OFFICER IN CHARGE – INNOVATION CELL

Position Overview

Position Title: Officer in Charge – Innovation Cell

Department/Vertical: Innovation Cell

Reporting To: CEO CHAKRA

Location: CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

The **Officer in Charge-Innovation Cell** is responsible for building and operating CHAKRA's innovation ecosystem for HealthTech and MedTech start-ups by enabling partnerships, driving co-innovation, supporting product validation and commercialization, and embedding entrepreneurship across health sciences institutions in Maharashtra. The role bridges clinical need, technology innovation, and academic research to accelerate healthcare transformation in Maharashtra.

Roles and responsibilities of the role include:

1. Develop and manage strategic partnerships with hospitals, industry, investors, government bodies, and research organizations to support HealthTech and MedTech start-ups.
 2. Represent CHAKRA at national and international forums, conferences, and exhibitions to attract innovation partnerships and funding.
 3. Build sustainable collaborations with technology enablers across AI/ML, IoT, VR/AR, simulation, and MedTech manufacturing ecosystems.
 4. Lead multidisciplinary innovation programs covering clinical validation, product design, simulation-based research, regulatory planning, and commercialization.
 5. Work with the clinical trial unit of CHAKRA to support the various start-ups for clinical validation across phases.
 6. Establish frameworks for proof-of-concept validation, intellectual property creation, and regulatory pathway development.
 7. Foster a strong culture of design-thinking, interdisciplinary collaboration, ethical innovation, and responsible technology adoption.
 8. Develop structured mentorship and accelerator programs for clinician-innovators, researchers, and startup founders.
 9. Build and execute entrepreneurship programs across health sciences colleges in Maharashtra in collaboration with the other departments to nurture student and faculty innovation.
 10. Create scalable innovation pipelines that convert clinical challenges into commercially viable, impact-driven healthcare solutions.
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Eligibility Criteria and Experience

Required Knowledge	• Bachelor's degree in any health sciences discipline or a bachelor's in biotechnology is a must. MBA is preferred. • Preference would be given if the person is a doc-preneur • Deep understanding of healthcare innovation, medical device development, and digital health ecosystems. • Familiarity with healthcare education, accreditation norms, and clinical validation pathways. • Working knowledge of emerging technologies — VR/AR, 3D Simulation, AI, IoT, and immersive learning tools. • Proven track record in concept-to-commercialization of products and programs in healthcare or technology domains. • Proven record of patentable innovations, national recognition, or leadership in healthcare technology initiatives.
Mandatory Skills	• Excellent communication, presentation, and public representation skills. • Strong people leadership with ability to inspire diverse teams across academia, clinical, and industry settings. • Competence in managing senior stakeholders including VCs, regulatory authorities, and industry associations. • Ability to work across various stakeholders and bring them together to build value for the start-ups within CHAKRA • Strong project management capabilities.
Experience	• Overall experience should be 10+ years. The person should have an experience of working in a health-tech/digital start-up or has been led a healthcare start-up.

Remuneration & Tenure

1. As per CHAKRA project guidelines and institutional norms.
2. **Tenure:** On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.

2. POSITION: EXECUTIVE ASSISTANT TO CEO CHAKRA

Position Overview

Position Title: Executive Assistant to CEO CHAKRA

Department/Vertical: Administration

Reporting To: CEO

Location: CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

The Executive Assistant will play a key role in supporting planning, coordination, execution, monitoring, and reporting of projects under the CHAKRA initiative. The role involves working closely with CHAKRA leadership, project heads, academic departments, government stakeholders, and external partners to ensure CEO KPIs are delivered as per target.

Key Roles and Responsibilities include:

1. Translates CHAKRA's strategic vision into structured project plans, milestones, and delivery roadmaps aligned with CHAKRA priorities.
 2. Coordinates across multiple verticals and other stakeholders like MUHS, various government ministries to ensure the KPI targets and action plans for CHAKRA are on time.
 3. Leads monitoring, tracking, and reporting of deliverables, risks, and dependencies using standardized PMO frameworks and documentation rigor.
 4. Prepares executive MIS reports, briefing notes, presentations, and progress updates for senior leadership, Ministers, and government stakeholders
 5. Ensures project compliance with government norms, approvals, financial guidelines, audits, and institutional governance requirements.
 6. Acts as a coordination bridge between CHAKRA leadership, MUHS affiliated colleges (spokes), government departments, consultants, and external partners from a communication and reporting perspective.
 7. Builds institutional knowledge repositories, best practices, and continuous improvement frameworks to strengthen CHAKRA's KPIs and deliveries.
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Eligibility Criteria and Experience

Required Knowledge	● Graduate/ Post Graduate from any discipline. ● MBA (Full-time) from a Tier I Management Institute will be preferred. ● Knowledge of government projects, public-sector organizations, healthcare, education, research, or large institutional programs is highly desirable. ● Experience in handling multi-stakeholder, multi-project environments will be an advantage. ● Should have strong knowledge of MIS reporting & dashboard preparation.
Mandatory Skills	● Strong project structuring, coordination, and execution skills. ● High-quality documentation, reporting, and presentation capabilities. ● Analytical mindset with attention to detail and timelines. ● Excellent communication and stakeholder management skills. ● Proficiency in MS Office / Google Workspace; familiarity with project management tools preferred. ● Ability to work in a dynamic, evolving public-sector environment with professionalism and discretion.
Experience	● 5 + years of relevant experience in administration and co-ordination across various department for senior executives. Experience in Mantralaya / University setting is preferred. ● Experience in Government of Maharashtra administrative process and approvals is a value add.

Remuneration & Tenure

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Date: 01/07/2026

Place: Nashik