

Assistant Director, Innovation and Technology Transfer
(Systems and Operations)
Singapore Institute of Technology

Direct Link: <https://www.AcademicKeys.com/r?job=242640>

Downloaded On: Dec. 22, 2024 6:14am

Posted Aug. 2, 2024, set to expire Jul. 5, 2025

Job Title Assistant Director, Innovation and Technology Transfer
(Systems and Operations)

Department Innovation and Technology Transfer

Institution Singapore Institute of Technology
Singapore, , Singapore

Date Posted Aug. 2, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Associate/Assistant Director

Academic Field(s) Development/Institutional Advancement
Computing/Informational Services

Job Website <https://careers.singaporetech.edu.sg/cw/en/job/498738/assistant-director-innovation-and-technology-transfer-systems-and-operations>

Apply By Email

Job Description

Assistant Director, Innovation and Technology Transfer (Systems and Operations)

Assistant Director, Innovation and Technology Transfer
(Systems and Operations)
Singapore Institute of Technology

Direct Link: <https://www.AcademicKeys.com/r?job=242640>

Downloaded On: Dec. 22, 2024 6:14am

Posted Aug. 2, 2024, set to expire Jul. 5, 2025

Job no: 498738

Department: Innovation and Technology Transfer

Contract type: Permanent

[Apply now](#)

The Innovation and Technology Transfer (ITT) division facilitates research collaboration agreements with partners and manages the adoption of research outputs by identifying, protecting, and licensing Project Intellectual Property (IP) to the industry.

The Assistant Director for Systems and Operations will report to Director, Innovation and Technology Transfer (ITT) Division.

The candidate will play a pivotal role in the ITT Division, responsible for overseeing the systems, processes, and management of databases. This role is crucial in digitally transforming the research collaboration agreement (RCA) and intellectual property (IP) management processes. The candidate will leverage Artificial Intelligence (AI) to guide the ITT team in making informed decisions on RCA, IP, and licensing-related matters.

Key Responsibilities:

- **Enhancing Operational Processes:** Continuously evaluate and enhance operational processes to improve efficiency and effectiveness.
- **Use of AI:** Implement and leverage AI tools to enhance decision-making in RCA, IP, and licensing.
- **Technologies and Tools:** Identify and integrate new technologies and tools to support ITT operations.
- **Standard Operational Procedures:** Establish and maintain standard operational procedures for ITT databases, systems and processes.
- **Database Architecture:** Design, implement, and maintain robust database architectures to support ITT operations.
- **Data Quality:** Ensure accuracy, consistency, and reliability of data across all ITT databases.
- **Data Governance:** Enforce data governance processes to maintain data integrity and compliance.
- **Collaboration:** Work closely with the ITT team to streamline operations and improve efficiency.
- **Training and Support:** Provide training and support to ITT staff on use of new technologies and tools.
- **Performance Monitoring:** Monitor and evaluate the performance of ITT systems and processes, recommending improvements as needed.

Assistant Director, Innovation and Technology Transfer
(Systems and Operations)
Singapore Institute of Technology

Direct Link: <https://www.AcademicKeys.com/r?job=242640>

Downloaded On: Dec. 22, 2024 6:14am

Posted Aug. 2, 2024, set to expire Jul. 5, 2025

- Strategic Support: Assist the Director in strategic planning and execution of ITT initiatives.

Job requirement:

- Bachelor's degree in Information Technology, Computer Science, Business Administration, or a related field (Master's preferred).
- Proven experience in systems and operations management, preferably within a technology transfer or research environment.
- Strong understanding of AI applications in business processes.
- Excellent project management and organizational skills.
- Ability to work collaboratively with diverse teams.
- Strong analytical and problem-solving abilities.
- Excellent communication and interpersonal skills.

[Apply now](#)

Advertised: 02 Aug 2024 Singapore Standard Time

Applications close: 30 Sep 2024 Singapore Standard Time

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Singapore