

Analyst / Senior Analyst, Water & Waste Management, Villgro

Position	Analyst / Senior Analyst
Sector	Water & Waste Management
Reporting Manager	Senior Manager, Water & Waste Management
Nature	An operations-focused role supporting program execution and startup portfolio tracking.
About Villgro	Villgro is a leading incubator supporting startups that drive positive social impact. We support enterprises through grants, low-cost debt, and equity, while also offering targeted technical assistance. In addition, we design and implement programs that deliver tangible, real-world outcomes.
Key deliverables	<p>Support the effective execution of the program by managing operational processes across startup sourcing, evaluation, and portfolio management. The role will focus on building and managing a strong startup pipeline, coordinating screening and due diligence processes, and tracking the progress of selected startups through pilot implementation and milestone delivery.</p> <p>The Analyst / Senior Analyst will also maintain program trackers and dashboards, coordinate with startups and ecosystem partners, and support program reporting, documentation, and showcase activities to ensure timely delivery of program outcomes.</p>
Roles & responsibility	<p>Program Operations & Execution</p> <ul style="list-style-type: none"> Support the end-to-end implementation of the program, including ecosystem mapping, startup outreach, and management of the call for applications. Coordinate operational aspects of program activities such as startup onboarding, bootcamps, workshops, mentor interactions, and program events. Work closely with internal teams and ecosystem partners to ensure timely execution of program milestones and deliverables.
	<p>Startup Screening & Due Diligence</p> <ul style="list-style-type: none"> Support the application screening process by coordinating internal reviews, expert evaluations, and selection workflows for participating startups. Assist in organizing evaluation sessions, bootcamps, and investment committee interactions as part of the startup selection process. Support due diligence processes by coordinating documentation, compiling startup information, and maintaining evaluation records
	<p>Portfolio Tracking & Performance Monitoring</p> <ul style="list-style-type: none"> Track progress of selected startups against defined milestones, including baseline assessments, pilot implementation, and program deliverables. Maintain structured trackers and dashboards to monitor startup progress, partnerships, pilot outcomes, and key program metrics. Coordinate regularly with startups to ensure timely submission of updates and identify potential implementation challenges.

	<p>Reporting & Program Insights</p> <ul style="list-style-type: none"> • Prepare periodic program reports, dashboards, and progress updates for internal teams and program partners. • Support documentation of pilot outcomes, program learnings, and insights emerging from the startup portfolio. • Assist in compiling program documentation, impact metrics, and case studies for program reviews, partner updates, and showcase events.
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The ideal candidate would have:

- A master’s degree in management, public policy, economics, environmental studies, sustainability, or related fields.
- 1–3 years of experience in program management, consulting, startups, or the social impact ecosystem, preferably in areas such as waste management, circular economy, climate, or urban sustainability.
- Strong organizational and project management skills with the ability to manage multiple workstreams simultaneously.
- Good analytical and data management skills, with experience in maintaining trackers, dashboards, and reports.
- Interest or familiarity with waste management, circular economy solutions, and sustainability-focused innovations.
- Strong communication and coordination skills to work with startups, partners, and internal teams, along with a high level of ownership and attention to detail.
- Willingness to travel as required for program activities, partner engagements, and field visits.

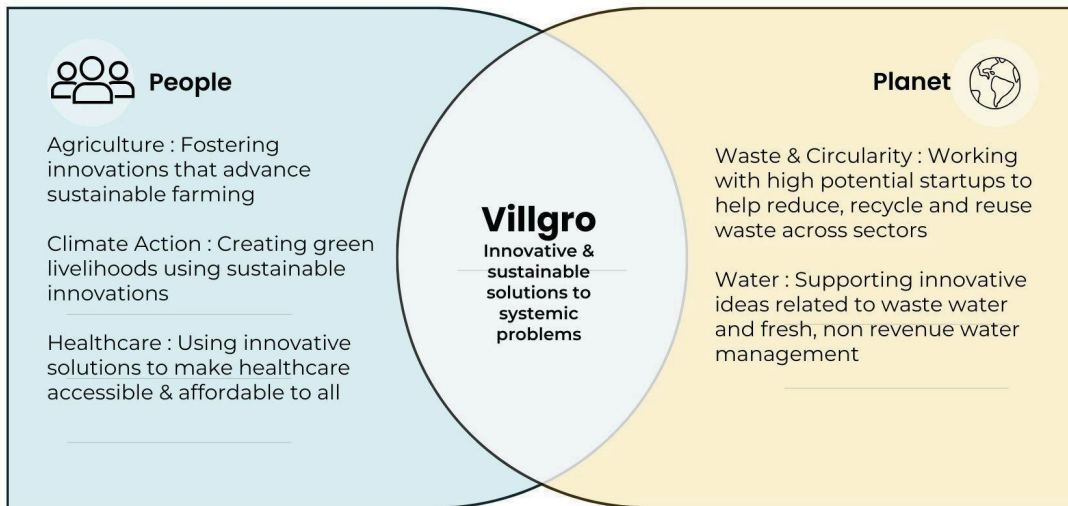
Compensation:

We offer competitive compensation that is on the higher end within the nonprofit sector and a performance based variable component. Benefits include health insurance coverage for employees and their immediate family members. Additionally, we have a mental health policy in place that provides access to subsidized support services.

How to apply: Apply to this role by filling this [Form](#). We look forward to hearing from you!

About Villgro:

Villgro, India’s pioneering social enterprise incubator, was founded in 2001 under the aegis of the National Innovation Foundation (Government of India). Our mission is to generate large-scale impact by leveraging innovative solutions to tackle India's most pressing social and environmental issues. Over the past 2 decades we have impacted 26.7 million lives through 402 enterprises across India.



We work with Social Entrepreneurs to generate impact.

- Create a viable business proposition using our unique hands-on approach to incubation.
- Develop a scalable business model by leveraging our market access platforms.
- Access innovative finance solutions (grant, debt, philanthropy etc.) to scale innovations

Values we hold close:



In case of any queries, please write to us at careers@villgro.org Read more about us at www.villgro.org