

अन्तर्राष्ट्रीय जनसंख्या विज्ञान संस्थान

(विश्वविद्यालय समतुल्य)*

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार का स्वायत्त संगठन
गोवन्डी स्टेशन रोड, देवनार, मुम्बई- 400 088. भारत



(स्थापना/ Established in 1956)
बेहतर भविष्य के लिए क्षमता निर्माण
Capacity Building for a Better Future

International Institute for Population Sciences

(Deemed University)*

An Autonomous Organization of Ministry of Health & Family Welfare, Govt. of India
Govandi Station Road, Deonar, Mumbai -400 088. INDIA

Seeking the following **Mumbai-based positions** for a project at the International Institute of Population sciences (IIPS).
Applications are invited for the following positions for the Project Support Cell-Accounts:

Post:	Assistant Accounts Officer- PSC Accounts- 01(one) Position
Qualifications:	M.Com/MBA (Finance)/CA-Inter/CMA-Inter OR B.Com/BAF/BBA
Experiences:	Four years experiences in Accounts, finance, budget, taxation for M.COM/MBA/CA-Inter/CMA-Inter OR Seven Years experiences in Accounts, finance, budget, taxation for B.Com/BBA/BAF. Preference will be given if experiences in research projects. Note: Mandatory knowledge of Tally ERP or SAP
Age:	Bellow 40 years
Salary:	Rs. 45,000/-
Period of Engagement:	As per requirements
Mode of Selection:	Walk-in-interview
Nature of Job:	Purely Contractual Basis
Eligible Leave	2.5 days of each completed month
Reporting To	Assistant Finance officer/Jr. Accounts Officer
Job Descriptions:	1. Maintenance of sponsored Projects accounts on daily basis 2. Maintenance of budget and expenditure details of the sponsored projects 3. Preparation of Bank Reconciliation Statement 4. Maintaining of TDS (IT & GST) on montly basis for the project accounts 5. Preparation of e-office notes for projects accounts 6. Preparation of annual accounts of the projects accounts 7. Any other works assigned by AFO/JAO

Interested and eligible applicant may send their updated CV to apply through email accounts@iipsindia.ac.in on or before **26th July 2026**. Candidates are advised to bring their CV, and other documents in support of their qualifications and experience at the time of interview i.e., **28.07.2026**. Appointment Shall terminate any time during the period of appointment based on the decision of the Competent Authority. No TA/DA will be paid for attending the interview. Selected candidate recommended by selection committee, will be required to join the duty on immediate basis.

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CAO-cum-Registrar (Interim Charge)

IIPS, Mumbai

Date: 15.07.2026

- CC to: 1) System Manager for uploading in website.
2) Hindi Officer for hindi version.