

International Institute for Population Sciences

(Deemed to be University)

Govandi Station Road, Deonar, Mumbai 400088

Phone No. 022-42372400

Website: <https://www.iipsindia.ac.in>

A Walk -In Interview for the recruitment of **IT Support Manager, Project Accounting & Administration Manager and Project Officer** positions purely on a temporary basis, under the project **Global Adult Tobacco Survey (GATS-3)** is scheduled on **12th October, 2026 from 11.00 AM** at International Institute for Population Sciences, Mumbai. The GATS-3 project is sponsored and funded by the Ministry of Health and Family Welfare, Government of India. The details of the post, qualification, roles and responsibilities and consolidated salary per month are given below.

Sr. No	Name of the Position	No. of positions	Education qualification and working experience	Roles and responsibilities	Consolidated salary per month
1	IT Support Manager	1	Essential Qualification Master degree in Computer Science / Computer Application with Five years working experience.	Managing all the IT needs of the survey (development of software, data entry platform, data processing & management, and coordination with the Field Agencies)	Maximum: Rs. 85,000/- (Salary will be fixed as per the qualification and experience)
2	Project Accounting & Administration Manager	1	Essential Qualifications: Postgraduate degree in any discipline with at least five years of experience (OR) Graduation in any discipline with at least ten years of working experience (OR) Retired employees from Central/State Government in Level 10 (or equivalent) and above Desirable: Knowledge of Government of India Financial Rules (GFR), Public Fund Management System (PFMS) laws, Vendor & Subcontractor compliance, procurement through GeM and Budget modifications	Managing all administrative and financial matters of GATS-3 including (i) Audit Liaison (ii) Record Integrity (iii) Statutory reports (iv) Expertise in Talley and other accounting software.	Maximum: Rs. 85,000/- (Salary will be fixed as per qualification and experience)
3	Project Officer (Admin)	1	Essential Qualifications: (i) Post Graduation/Graduate in any discipline	Support all administrative issues and facilitating the SPO/SRO/ RO/Jr. RO for any administrative and financial matter of GATS-3.	Maximum: Rs. 50,000/- (Salary will be fixed as per

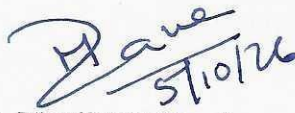
			(ii) At least seven years of working experience. Desirable: (i) Good communication skills (ii) Noting & drafting skills (iii) Computer skill (MS Word, Excel, PPT etc.) (iv) Knowledge of E-office and GeM portal.	Any other task related to the (A & F) assigned by PIs of GATS-3	qualification and experience)
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Instructions for the applicants: The candidates are informed that the above post is purely temporary in nature. The selected candidates will be appointed initially for a **period of three months which may be extended based on their performance.**

The interested candidates meeting the above criteria are requested to attend the **Walk -in-Interview on 12, October, 2026 from 11.00 AM at International Institute for Population Sciences, Govandi (E), Govandi Station Road, Deonar, Mumbai-400088** with recent CV, copies of degree certificates, experience certificate, other relevant certificates, a recent photo, and Aadhar/Pan Card.

Note:

- (i) **No personal enquiry in this regard will be entertained.**
- (ii) **The Institute reserves the right to relax the qualification and experience in deserving cases.**
- (iii) **Please note that IIPS will NOT provide any TA/DA and accommodation to any candidate for attending the interview.**
- (iv) **E-mail ID for any communication: iipsgats@gmail.com.**


(Dr. Manjiri M Rane)
Assistant Registrar (Admin)