



भारतीय प्रबंधन संस्थान मुंबई  
INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. Admn/JA/Rectt/2025(02)

25 April 2025

**NOTIFICATION 2**

With reference to advertisement no Admn/Rectt/2025/02 dated 22<sup>nd</sup> Jan 2025 for the position of Junior Accountant (on purely contract basis) & Notification no Admn/JA/Rectt/2025 dated 19 March 2025.

The list of Eligible applicants are enclosed at **Annexure I** to this Notification.

The date for the written test, skill test & interviews is 17 May 2025. The syllabus for the same is enclosed at Annexure- II.

Sd/-

**Chief Administrative Officer**

**Annexure I to Notification no. Admn/JA/Rectt/2025(02) dated 25 April 2025**

<b>LIST OF CANDIDATES ELIGIBLE</b>	
<b>No.</b>	<b>Application No</b>
1.	IIMM-AC-00004
2.	IIMM-AC-00007
3.	IIMM-AC-00009
4.	IIMM-AC-00021
5.	IIMM-AC-00036
6.	IIMM-AC-00040

**Name of Post – Junior Accountant**

**Examination Pattern**

1. The 60 minutes examination will comprise of multiple-choice questions with one correct answer.
2. One (1) mark will be awarded for each correct multiple-choice answer. Unanswered questions & incorrect answers will not attract negative marks.
3. Question paper will have two sections namely General Section and Post Related General Awareness & Aptitude Section.

**General Section (25 Marks)**

**(Syllabus)**

**English Language and Comprehension:** English Grammar, Sentence Correction and Completion, Paragraph Summary, Reading Comprehension & Inferences, Verbal Analogies & Critical Reasoning.

**Mathematics & Numerical Ability:** Arithmetic - upto 10th Standard. Numerical Computation, Numerical Reasoning, Data Reasoning and Data Interpretation.

**General Awareness and Current Affairs:** Current Affairs, Government Schemes. Economics, Geography, Indian History, Indian Polity, Indian Constitution.

**Logical Reasoning:** Number/Alphabet Series, Reasoning Analogies, Relations, Calendars, Cause and Effect, Clocks, Coding-Decoding, Directions, Connectives.

**Computer Proficiency:** Knowledge of MS Windows and MS Office, Internet, and email system.

**Post Related General Awareness & Aptitude Section (25 Marks)**

**(Syllabus)**

IIM Act & Statutes, General Arithmetic, NEP 2020, HEFA, CCS Rules as applicable to Autonomous bodies, RTI, Accounts of Autonomous Bodies and Annual Accounts, CCS Leave Rules, TA & LTC, General Financial Rules (with latest amendments), Income Tax, NPS, Pension, GST, Store & Purchase Rules etc.