



भारतीय प्रबंधन संस्थान मुंबई
INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. Admn/JAO(A)/Rectt/2026

11 February 2026

NOTIFICATION

With reference to advertisement no Admn/Rectt/2025/32 dated 23rd Dec 2025 for the position of Junior Administrative Officer (Accounts) (on purely tenure/deputation basis) & Subsequent corrigendum's.

The list of Eligible/ Provisional/ Non-Eligible applicants are enclosed at **Annexure I, Annexure II & Annexure- III** respectively to this Notification.

Provisional / Not Eligible Applicants: The applicants falling under this category may submit their valid concern in support of their candidature, if any, by the deadline mentioned below.

The deadline for submission of documents is 15 February 2026 by 06:00 PM. Applicants are required to submit their response with supporting documents (in a single PDF file) to E-mail id: career@iimmumbai.ac.in.

The tentative date for the final selection process is 28th February 2026. The syllabus for the same is enclosed at Annexure- IV.

All applicants are requested to adhere to the deadlines mentioned above. Failure to do so may result in the disqualification of your application.

Sdx

Chief Administrative Officer

Annexure I to Notification no. Admn/JAO(A)/Rectt/2026 dated 11 February 2026

LIST OF CANDIDATES ELIGIBLE	
No.	Application No
1.	IIMM-JAO-AC-00016
2.	IIMM-JAO-AC-00033
3.	IIMM-JAO-AC-00038
4.	IIMM-JAO-AC-00039
5.	IIMM-JAO-AC-00054
6.	IIMM-JAO-AC-00062
7.	IIMM-JAO-AC-00068
8.	IIMM-JAO-AC-00069
9.	IIMM-JAO-AC-00091

Annexure II to Notification no. Admn/JAO(A)/Rectt/2026 dated 11 February 2026

LIST OF CANDIDATES PROVISIONAL WITH REASON(S)		
No.	Application No	Remarks
1.	IIMM-JAO-AC-00040	Subject to production of documents to ascertain minimum pay level/equivalence
2.	IIMM-JAO-AC-00045	Subject to production of documents to ascertain minimum pay level/equivalence
3.	IIMM-JAO-AC-00058	Subject to production of documents to ascertain minimum pay level/equivalence
4.	IIMM-JAO-AC-00061	Subject to production of pay level/equivalence docs
5.	IIMM-JAO-AC-00065	Subject to production of appointment letter of previous organisations
6.	IIMM-JAO-AC-00073	Subject to production of docs to ascertain equivalence of diploma to educational qualification required
7.	IIMM-JAO-AC-00074	Subject to production of documents to ascertain total work experience
8.	IIMM-JAO-AC-00079	Subject to Production of equivalence docs to ascertain experience of 3 years in pay level 5 & relevant experience
9.	IIMM-JAO-AC-00089	Subject to production of docs to ascertain minimum experience in pay level/equivalence
10.	IIMM-JAO-AC-00098	Subject to production of docs to ascertain relevant experience to ascertain eligibility

Annexure III to Notification no. Admn/JAO(A)/Rectt/2026 dated 11 February 2026

LIST OF CANDIDATES NOT ELIGIBLE WITH REASON(S)		
Ser.	Application No	Remarks
1.	IIMM-JAO-AC-00002	Less Exp
2.	IIMM-JAO-AC-00004	Overage
3.	IIMM-JAO-AC-00009	Not meeting Educational Qualification Criteria
4.	IIMM-JAO-AC-00017	Not meeting Edu Quali Criteria
5.	IIMM-JAO-AC-00018	Less Exp in pay level equivalence
6.	IIMM-JAO-AC-00028	Less Exp in pay level equivalence
7.	IIMM-JAO-AC-00034	Less Exp in pay level equivalence
8.	IIMM-JAO-AC-00035	Not meeting educational qualification and no relevant Experience
9.	IIMM-JAO-AC-00036	Not meeting minimum pay level equivalence
10.	IIMM-JAO-AC-00037	Less experience in pay level equivalence
11.	IIMM-JAO-AC-00046	Less Exp in pay level equivalence
12.	IIMM-JAO-AC-00048	Not meeting minimum pay level/equivalence
13.	IIMM-JAO-AC-00056	No experience in minimum pay level/equivalence
14.	IIMM-JAO-AC-00064	Not meeting minimum experience in pay level equivalence
15.	IIMM-JAO-AC-00071	Overage
16.	IIMM-JAO-AC-00072	No relevant exp
17.	IIMM-JAO-AC-00075	Less experience in pay level equivalence
18.	IIMM-JAO-AC-00078	Less experience in pay level equivalence
19.	IIMM-JAO-AC-00080	No docs to ascertain minimum pay level equivalence
20.	IIMM-JAO-AC-00081	No experience in pay level/equivalence
21.	IIMM-JAO-AC-00088	Not meeting educational qualification
22.	IIMM-JAO-AC-00099	Less experience in pay level equivalence (no docs attached)
23.	IIMM-JAO-AC-00100	No docs to ascertain anything,
24.	IIMM-JAO-AC-00101	Less experience & no exp in pay level equivalence

SYLLABUS FOR JUNIOR ADMINISTRATIVE OFFICER (ACCOUNTS) ADVERTISED VIDE
ADMN/RECTT/2025/32 DATED 23rd DEC 2025

1. IIM Act & Statutes
2. General Arithmetic
3. NEP 2020, HEFA
4. CCS Rules as applicable to Autonomous bodies
5. RTI
6. Accounts of Autonomous Bodies and Annual Accounts
7. CCS Leave Rules
8. TA & LTC
9. General Financial Rules (with latest amendments)
10. Income Tax
11. NPS, Pension
12. GST
13. Store & Purchase Rules etc.
14. Internal, Statutory & CAG Audit applicable to autonomous Institutes
15. MHRD format of Accounts for educational Institute
16. Taxation w.r.t applicable foreign payment
17. Budgeting
18. Investment guidelines & restrictions applicable