



भारतीय प्रबंधन संस्थान मुंबई
INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. Admn/SEO/Rectt/2025

26 May 2025

NOTIFICATION

With reference to advertisement no Admn/Rectt/2025/09 dated 16th Apr 2025 for the position of Senior Executive Officer (on purely tenure/deputation basis).

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

Provisionally Eligible/ 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 1st June 2025 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.

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

The date for the written test, presentation & personal interaction is scheduled on 21 June 2025. Call letters will be issued to eligible candidates in due course of time. The syllabus for the same is enclosed at Annexure- IV.

Sdx
Chief Administrative Officer

Annexure I to Notification no. Admn/SEO/Rectt/2025 dated 26 May 2025

LIST OF CANDIDATES ELIGIBLE	
No.	Application No
1.	IIMM-SEO-00011
2.	IIMM-SEO-00014
3.	IIMM-SEO-00022
4.	IIMM-SEO-00031
5.	IIMM-SEO-00036
6.	IIMM-SEO-00043
7.	IIMM-SEO-00048
8.	IIMM-SEO-00054
9.	IIMM-SEO-00059
10.	IIMM-SEO-00061
11.	IIMM-SEO-00067

Annexure II to Notification no. Admn/SEO/Rectt/2025 dated 26 May 2025

LIST OF CANDIDATES PROVISIONALLY ELIGIBLE WITH REASON(s)		
No.	Application No	Remarks
1.	IIMM-SEO-00002	Provisionally eligible subject to production of document to ascertain minimum pay level/equivalence criteria
2.	IIMM-SEO-00017	Provisionally eligible subject to production of document to ascertain minimum pay level/equivalence criteria
3.	IIMM-SEO-00032	Provisionally eligible subject to production of document to ascertain minimum pay level/equivalence criteria
4.	IIMM-SEO-00044	Provisionally eligible subject to production of document to ascertain minimum pay level/equivalence criteria
5.	IIMM-SEO-00055	Provisionally eligible subject to production of document to ascertain minimum pay level/equivalence criteria

Annexure III to Notification no. Admn/SEO/Rectt/2025 dated 26 May 2025

Ser.	Application No	Remarks
1.	IIMM-SEO-00006	Not meeting educational criteria
2.	IIMM-SEO-00013	Not meeting pay level/equivalence
3.	IIMM-SEO-00016	Not meeting pay level/equivalence
4.	IIMM-SEO-00026	Overage & not meeting educational criteria
5.	IIMM-SEO-00028	Overage
6.	IIMM-SEO-00038	Not meeting pay level/equivalence criteria
7.	IIMM-SEO-00039	Not meeting educational qualification
8.	IIMM-SEO-00040	No experience in pay level/equivalence
9.	IIMM-SEO-00041	Not meeting educational criteria
10.	IIMM-SEO-00049	Less expereince in pay level/ equivalence
11.	IIMM-SEO-00052	Overage
12.	IIMM-SEO-00056	Not meeting pay level/equivalence
13.	IIMM-SEO-00057	Overage
14.	IIMM-SEO-00064	Not meeting educational criteria
15.	IIMM-SEO-00068	Overage
16.	IIMM-SEO-00069	Less experience
17.	IIMM-SEO-00073	Overage
18.	IIMM-SEO-00077	Not meeting pay level equivalence

Name of Post – Senior Executive Officer

(Syllabus)

NEP 2020, HEFA, CCS Rules as applicable to Autonomous bodies, RTI, Accounts of Autonomous Bodies, CCS Leave Rules, TA & LTC Rules, General Financial Rules (including latest amendments), Income Tax Act, 1961, NPS, CCS Pension Rules, GST, Procurement Rules, Office Automation and ICT, CCS Disciplinary Matters.

Some sample questions for the written test.

- a) What are various types of major and minor penalties as defined under CCS (CCA) Rules?
- b) What is proactive disclosure under RTI Act, 2005?
- c) What is the calculation method of Death-cum-Retirement Gratuity as per CCS Rules and as per Payment of Gratuity Act, 1972?