

INDIAN INSTITUTE OF PUBLIC ADMINISTRATION
I.P. ESTATE, RING ROAD, NEW
DELHI-110002

File No: 01-03-2026/MoPR/NOTIFICATION

21.09.2026

Vacancy Circular

Indian Institute of Public Administration desires to engage suitable persons for the following posts on short term, temporary basis in the project “**Assessing the Effectiveness of Prescribing Minimum Educational Qualifications and Two-Child Norms for Contesting Panchayat Elections**” as per details given below:

S.No.	Post	Qualifications and Experience
1.	Operations Manager (02 post)	Essential Qualifications:- • Master's degree in Management/ Economics/ Geographic/ Statistics/ Operation Research/ Public Policy/ Development Studies/ Sociology/Social Work/ Political Sciences, or related social science discipline • Or Post Graduate Diploma in Management from a recognized University/Institute or • • At least 3 Years of work experience in the field of project • management or programme monitoring and / or programme • evaluation of social and development schemes. • Desirable Qualifications: • Prior experience in working with Central/State Government either directly employed by one or worked closely with the Central/State Govt. • Certification or experience in ERP or PMP or Project Management Tools. • Essential Skills: • Knowledge of Data Collection Tools -SurveyCTO/ KoboCollect/ CAPI, etc • Ability to undertake multi-stakeholder coordination • Ability to work effectively in teams as well as independently • Willingness to travel to field as per the requirement of the project. • Consolidated Remuneration: Rs.50,000/- per month. Duration: 03 months initially which may be extended depending upon need and performance

2.	Research Officer (02 posts)	Essential Qualifications:- • Master's degree in economics/ Statistics/ Operation Research/ Public Policy/ Development Studies/ Sociology/ Political Sciences or related social science discipline Or Degree in Engineering or Technology from a recognized University/Institute Desirable: Two years of experience in Monitoring and Evaluation or related subject is preferred. Person with additional qualifications such as M.Phil./PhD; or post qualification work experience in Project Management/Evaluation Schemes will be preferred. Essential Skills: • Strong Report writing skills • Organization of Field Work, Data Collection and Analysis • Knowledge of MS Office/ Excel/PowerPoint/SPSS/STATA/Python or GIS Software's • Knowledge of Data Collection Tools - SurveyCTO/ KoboCollect/ CAPI,etc. • Ability to undertake multi-stakeholder coordination • Good Communication Skills - Written and Oral • Organization and Documentation Skills • Willingness to travel to field as per the requirement of the project. Consolidated Remuneration: Rs 65,000/- p.m. Duration: 02 months initially which may be extended depending upon need and performance.
3.	Research Associate (01 post)	Essential Qualifications:- • Master's degree in economics/ Statistics/ Operation Research/ Public Policy/ Development Studies/ Sociology/ Political Sciences or related social science discipline • Or Degree in Engineering or Technology from a recognized University/Institute • One year of post-qualification experience in Monitoring and Evaluation related subject is preferred. Desirable: Person with additional qualifications such as M.Phil./PhD; or post qualification work experience in Project Management/Evaluation Schemes will be preferred Essential Skills: • Strong Report writing skills • Knowledge of MS Office/Excel • Knowledge of Data Collection Tools SurveyCTO/KoboCollect/CAPI,etc • Ability to undertake multi-stakeholder coordination • Good Communication Skills - Written and Oral • Organization and Documentation Skills • Willingness to travel to field as per requirement of the project Consolidated Remuneration: Rs 50,000/- per month Duration: 02 months initially which may be extended depending upon need and performance.

4.	Field Investigator (6 posts)	Essential Qualifications:- • Graduate degree from a recognised University/Institute • Prior experience of 01 Years in social sciences research, particularly in sampling, primary data collections (both qualitative and quantitative), survey administration or field work • Experience of using data collection tools such as CAPI, Kobo Collect or Survey CTO, etc • Fluency in English and Hindi is mandatory Demonstrated willingness and ability to travel to field as per requirement of the project. Consolidated Remuneration: Rs 25,000/-per month. Duration: 01 month initially which may be extended depending upon need and performance.
----	------------------------------	--

The Candidate for all positions should not be hesitant to travel throughout India for Project related activities. Candidates awaiting results will not be entertained.

Remuneration:

The consolidated remuneration shall be **commensurate with the candidate's educational qualifications, relevant experience and skills**, as deemed appropriate. The **final decision regarding the remuneration shall rest with the duly constituted Selection Committee/ Competent Authority.**

Interested candidates, who fulfill the above criteria, may apply along with an updated CV and self-attested copies of testimonials by sending email to **career.iipa@iipa.education**. The completed application must reach on or before **5th October 2026 by 5:30 P.M.** Application received after the cutoff date and time will not be considered. No T.A/D.A. Will be paid for attending the interview.