

International Institute for Population Sciences (IIPS)

Govandi Station Road, Deonar, Mumbai – 400 088.

The Longitudinal Ageing Study in India (LASI), Wave 2 (2025-26)

Recruitment on contractual basis

Sr. No	Designation	No. of Post	Qualification	Roles and responsibilities	Monthly emoluments
1)	Sr. Project Coordinator	1	Essential: (i) PhD degree in Population Sciences /Statistics/Mathematics/ Social Sciences with minimum 8 years of experience in the related domain. OR MBA with minimum 10 years' experience in project management/ development sector (ii) Track record of leading large-scale surveys in health / social sector. (iii) Experience in coordination and liaison with varied stakeholders, governmental and non- governmental. (iv) Proven managerial and analytical skills. (v) Excellent oral and written communication skills in English. Desirables: (i) Experience in handling large-scale surveys. (ii) Experience in statistical and demographic packages. (iii) Data Analysis and report writing, Assessment of data quality of the ongoing survey, and other technical support to the project activities.	(i) Overseeing the work of the LASI on work-plans of agencies, reports and other deliverables. (ii) Development of detailed terms of reference and day-to-day management of other members of the team. Oral and written reporting to IIPS. (iii) Close coordination with state agencies, training and leading the entire team (iv) Supporting the IIPS in analyzing data to monitor and validate results. Timely execution of survey including field work, data processing, tabulation and final results Developing indicators, related targets, methods, reporting formats and procedures. Compilation and analysis of survey data. (v) Responsible for overall coordination & monitoring of the activities of LASI project. Capacity to undertake extensive travel throughout the country and prepared to handle work under pressure. Any other LASI Project responsibility assigned.	Rs. 1,10,000/- to Rs. 1,25,000/- Per Month (Consolidated)

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2)	Health Coordinator	1	Essential: (i) M.D. with 2 years of experience or M.B.B.S. with 4 years of experience in Developing and implementing, monitoring and evaluation systems within the health sector. (ii) Demonstrated experience in public health/National health system/ Health Policy/Health Surveys (iii) Excellent oral and written communication skills in English. Desirable: (i) Understanding the health monitoring and evaluation (M&E), including the meaning and measurement of main indicators (ii) Experience in clinical diagnostics in field survey settings. (iii) Good data analysis, interpretation and report writing skills.	(i) Planning, operationalizing and coordinating the work of the Health and Biomarker component of the LASI project. (ii) Manage the technical aspects of data validation, and ensuring indicators are used, methodologies are acceptable and comparable data is being analyzed and validated. (iii) Responsible for coordination with Health, Research and IT team. And monitoring of the activities of LASI Project (iv) Capacity to undertake extensive travel through the country and prepare to handle work under pressure (v) Supporting in the arrangement of logistics for Training of Trainers (TOT)/ State level trainings/workshops (vi) Supporting the preparation of reports and necessary documentation. (vii) Any other responsibility relating to the survey that may be assigned from time to time.	Rs. 1,10,000/- to Rs. 1,25,000/- Per Month (Consolidated)

Sr. No	Designation	No. of Post	Qualification	Roles and responsibilities	Monthly emoluments
3)	Sr. Project Officer (Research)	1	Essential: Educational Qualification: (i) PhD in Population Studies / Demography with some publications on Ageing OR M.Phil. in Population Studies / Demography with specialisation in Ageing Research with minimum of 2 years' experience and some publications on Ageing (ii) Strong understanding of quantitative research methods and survey methodologies. (iii) Experience in the field of social research and community-based research. (iv) Experience in analyzing Census and large-scale demographic and health survey data such as LASI, NFHS. (iv) Proficiency in the STATA, and MS Office Suite (Word, Excel, PowerPoint). (v) Excellent oral and written communication skills in English. Desirable: (i) Experience in handling statistical and demographic software packages. (ii) Track record of working in the health/social sector. (iii) Experience in field survey settings.	(i) Oversee and guide the implementation of assigned tasks, ensuring adherence to project timelines. (ii) Conduct in-depth data analysis, interpret findings, and contribute to evidence-based decision-making while ensuring the accuracy and compliance of project reports. (iii) Organize and facilitate meetings, workshops, and training sessions, and coordinate logistics for survey activities. (iv) Ensure proper documentation of survey-related activities. (v) Assist the team in project execution and research activities to enhance project outcomes.	Rs. 70,000/- to Rs. 85,000/- Per Month (Consolidated)

Sr. No	Designation	No. of Post	Qualification	Roles and responsibilities	Monthly emoluments
4)	Project Officer (Research)	1	Essential: (i) M.Phil in Population Sciences /Social Sciences/Statistics/Mathematics OR M.P.S. with 1 year of relevant experience, or MA/MSc in these disciplines with 2 years of experience in handling large-scale surveys in health or social sectors. (ii) Familiar in the use of STATA (iii) Excellent oral and written communication skills in English Desirable: (i) Experience in handling statistical and demographic software packages. (ii) Track record of working in the health/social sector. (iii) Experience in field survey settings. (iv) Proficient in MS Office Suite (Word, Excel, PowerPoint).	(i) Assist the team in the implementation of the tasks assigned. Supporting data analysis, preparation of reports and necessary documentation. (ii) Arranging meetings, assisting in workshops/seminars/trainings during the course of survey (iii) Supporting in the arrangement of logistics for State visits / workshops. (iv) Supporting the preparation of reports and necessary documentation. (v) Any other responsibility relating to the survey that may be assigned from time to time.	Rs. 45,000/- to Rs. 65,000/- Per Month (Consolidated)
5)	Office Assistant	1	Essential: (i) Must have cleared XII standard (ii) 5 years working experience in Project administration. Desirable: (i) Must be conversant with office automation processes. (ii) Must possess good communication skills.	(i) All the matters pertaining to office administration (ii) Must be willing to perform out door duties, whenever required	Rs. 20,000/- to Rs. 25,000/- Per Month (Consolidated)

These are purely temporary, project-based positions. The appointment will initially be for six months and may be extended. Educational qualifications or work experience requirements may be relaxed in deserving cases.

Candidates meeting the above criteria are required to **fill out the online application form** and **upload their updated CV** using the following Google Form link: <https://forms.gle/55TaQHbxe6p55HLN9>

The last date to submit the application is **26th April 2025 by 5:30 PM**. Applications submitted through any other mode or without a complete CV will not be considered. Shortlisted candidates will be informed and invited for an interview. **No TA/DA** will be provided for attending the interview.



Assistant Registrar (Admin)

International Institute for Population Sciences (IIPS)

Govandi Station Road, Deonar, Mumbai-400 088

Phone: 022-42372401.

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👉 <https://forms.gle/55TaQHbxe6p55HLN9>

👉 (Main link)

<https://docs.google.com/forms/d/e/1FAIpQLSfdrW22tW2BWNALF8iCKjVJ8rN3NcRUmvkIZqhcljVhoJm0A/viewform?usp=header>