



N.A.A.C. Re-accredited with CGPA
of 3.53 on four point scale at
Grade 'A' 3rd Cycle (2015)

College of Social Work (Autonomous)

Nirmala Niketan Institute

Affiliated to the University of Mumbai

PROJECT VACANCY

No: Project 2025/3

Date of Issue: 1/8/2025

Project Title: Saksham SSR Pramaan project western region

About the Project: Saksham is supported by the Global Fund for AIDS, TB and Malaria and is led by Ministry of Health and Family Welfare, Govt of India. Tata Institute of Social Sciences is the Sub Recipient of the Grant. Nirmala Niketan College of Social Work is Sub-Sub Recipient for 2024- 2027. Applications are invited for the following position at Saksham SSR on contract basis for two years:

POSITION	QUALIFICATION
Finance Officer	<ul style="list-style-type: none">• M.Com with Tally and 2 to 3 years of comprehensive experience, including: bookkeeping, preparing statements, and handling audits with reputed firms.• Experience in handling projects involving Expenditure Advance Transfer (EAT) module of PFMS, and CNA procedure• Experience in handling HR, Procurement, and Travel facilitation functions• Proficiency in MS Word, Excel, PowerPoint, and Canva.

These positions require flexibility with respect to time and travel to different states of India. Openness to learn and take feedback from supervisor/s and stakeholders is essential in these roles. Only candidates who are willing to do so may send their application via softcopy of CV and cover letter by 10th August 2025 to cswnnsaksham@gmail.com , cswnnprincipal@gmail.com with cc to anshitcswnn@gmail.com and roncswnn01@gmail.com

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