

	<p style="text-align: center;">“ स्वावलंबी शिक्षण हेच आमचे ब्रीद ” - कर्मवीर</p> <h2 style="text-align: center;">रयत शिक्षण संस्था, सातारा</h2> <p style="text-align: center;">महाराष्ट्र राज्य (भारत)</p> <p style="text-align: center;">संस्थापक - पद्मभूषण डॉ.कर्मवीर भाऊराव पाटील, डी.लिट.</p>	<p>☎ (०२१६२) २३४५६६, २३३८५७, २३२४४४, २२८५६६, २३४८५७</p> <p>जावक नं. आस्था. 195828</p> <p>दिनांक 4 MAR 2025</p>
<p>स्थापना : १९९९</p>	<p>Website : www.rayatshikshan.edu • E-mail : secretary@rayatshikshan.edu</p>	

प्राचार्य,

कर्मवीर भाऊराव पाटील अभियांत्रिकी महाविद्यालय, सातारा

यांना . . .

विषय-संस्था प्रशासनातील Junior Clerk (Audit) सेवक भरती प्रक्रिया Online राबविणेबाबत.

संस्थेच्या प्रशासकीय कार्यालयांमध्ये रिक्त असलेली सेवकांची पदे वर्तमान पत्रात जाहिरात देवून भरण्याचा निर्णय मॅनेजिंग कौन्सिलने घेतलेला आहे. त्यानुसार भरती प्रक्रिया Online अर्ज मागवून व परीक्षा घेवून संस्थेच्या मार्गदर्शनानुसार पार पाडण्याची जबाबदारी संस्थेच्यावतीने आपणावर सोपविण्यात येत आहे, त्यासाठी पुढीलप्रमाणे कार्यवाही करावी.

- १) ऑनलाईन अर्ज भरण्याची सुविधा उपलब्ध करून देणे.
- २) विहित मुदतीत अर्जांची छाननी करणे.
- ३) संस्थेने दिलेल्या प्रश्नपेढीतून पेपर तयार करून उमेदवारांची Online परीक्षा घेणे व मराठी, इंग्रजी टायपिंग प्रात्यक्षिक घेणे अथवा प्राप्त होणा-या अर्जांच्या संख्येनुसार निवड समितीने निर्णय घेवून थेट मुलाखत घेणे.
- ४) गुणवत्ता यादी तयार करणे तसेच भरती प्रक्रियेसाठी आवश्यक असलेली इतर अनुषंगीक सर्व कामे संस्थेच्यावतीने करणे.

भरती प्रक्रिया पूर्ण करणासाठी करावी लागणारी सर्व कामे महाविद्यालय करणार असल्यामुळे ऑनलाईन अर्ज करणा-या उमेदवारांकडून रु. ६००/- प्रमाणे जमा होणारी फॉर्म फी महाविद्यालयाकडे जमा करून घ्यावी.

भरती प्रक्रिया पूर्ण करताना त्यामध्ये गोपनीयता व पारदर्शकता कटाक्षाने पाळण्यात यावी.


सचिव

रयत शिक्षण संस्था, सातारा

प्रत माहितीसाठी रवाना -

१. सहसचिव (उच्च शिक्षण / माध्यमिक/ ऑडिट), रयत शिक्षण संस्था, सातारा
२. मुख लेखा व वित्त अधिकारी, कार्यालय, रयत शिक्षण संस्था, सातारा

	<p>"Education through Self - help is our motto", KARMAVEER</p> <p>RAYAT SHIKSHAN SANSTHA, SATARA.</p> <p>Maharashtra State (INDIA)</p> <p>Founder : Padmabhushan Dr.Karmaveer Bhaurao Patil, D.Litt.</p>	<p>☎ (02162) 234566, 233857, 232444, 228566, 234857</p> <p>Ref. No.</p>
<p>Estd. 1919</p>	<p>Website : www.rayatshikshan.edu • E-mail : secretary@rayatshikshan.edu</p>	<p>Date / /202</p>



Rayat Shikshan Sanstha, Satara
Head Office : Karmaveer Samadhi Parisar, Satara.
www.rayatshikshan.edu
Phone – (02162) 233857/232444/234566
E-mail: secretary@rayatshikshan.edu

Appointment of Junior Clerk (Audit)

Rayat Shikshan Sanstha, Satara is a premier educational institution in Asia established in the year 1919 by Padmabhushan Dr. Karmaveer Bhaurao Patil. Sanstha is catering education to more than half a million students through its 12000 plus employees and 700 plus branches spread over 15 districts of Maharashtra and one district of Karnataka States of India. Sanstha is recipient of National and State awards for its noble work in education. This huge spread is being managed by its head office, set up at Satara, Maharashtra.

Online applications are invited from eligible candidates for the posts of Junior Clerk (Audit) to be appointed at the Head Office of Rayat Shikshan Sanstha, Satara. For further details and to apply online do refer Sanstha website: www.rayatrecruitment.com/
www.rayatshikshan.edu


Secretary,

Rayat Shikshan Sanstha, Satara



"Education through Self - help is our motto", KARMAVEER
RAYAT SHIKSHAN SANSTHA, SATARA.

Maharashtra State (INDIA)

Founder : Padmabhushan Dr.Karmaveer Bhaurao Patil, D.Litt.

Estd. 1919

Website : www.rayatshikshan.edu • E-mail : secretary@rayatshikshan.edu

☎ (02162) 234566,
233857, 232444,
228566, 234857

Ref. No.

Date / /202



Rayat Shikshan Sanstha, Satara
Head Office : Karmaveer Samadhi Parisar, Satara.

Webiste : www.rayatshikshan.edu.

E-mail: secretary@rayatshikshan.edu

Phone No. – (02162) 233857/232444/234566

Appointment of Junior Clerk (Audit)

Rayat Shikshan Sanstha, Satara is a premier educational institution in Asia established in the year 1919 by Padmabhushan Dr. Karmaveer Bhaurao Patil. Sanstha is catering education to more than half a million students through its 12000 plus employees and 700 plus branches spread over 15 districts of Maharashtra and one district of Karnataka states of India. Sanstha is recipient of National and State awards for its noble work in education. This huge spread is being managed by its head office, set up at Satara, Maharashtra.

Online applications are invited from eligible candidates for the posts of Junior Clerk (Audit) to be appointed at the head office of Rayat Shikshan Sanstha, Satara.

Sr. No.	Designation	No of post	Educational Qualification	Experience Required	Age Limit
1.	Junior Clerk (Audit) (Sanstha Pay Scale)	16	M.Com, MSCIT, Typing English 40 or Marathi 30, Tally certificate essential, Ms-Excel, IT and English communication., G.D.C.&A. असणा-या उमेदवारांना प्राध्यान्य.	3 year relevant experience. सनदी लेखापाल यांचेकडील अथवा शासकीय / निमशासकीय / शैक्षणिक संस्थेच्या ऑडिट कामाचा अनुभव आवश्यक व जास्त अनुभव असणा-या उमेदवारांना प्रथम प्राध्यान्य. * ऑडिटमधील अनुभवाचे उमेदवार उपलब्ध न झाल्यास अकौंटंट, ज्युनि. क्लार्क, स्टोअर, परचेस आणि खाजगी कंपनीतील अनुभव विचारात घेतला जाईल.	Age up to - 40 Years (अर्ज सादर करण्याच्या अंतिम दिनांकास वय वर्ष ४० किंवा त्यापेक्षा कमी असावे)

Note : The candidate having experience of working with University, Educational institutes will be preferred.

	<p align="center">"Education through Self - help is our motto", KARMAVEER</p> <p align="center">RAYAT SHIKSHAN SANSTHA, SATARA.</p> <p align="center">Maharashtra State (INDIA)</p> <p align="center">Founder : Padmabhushan Dr.Karmaveer Bhaurao Patil, D.Litt.</p>	<p>☎ (02162) 234566, 233857, 232444, 228566, 234857</p> <p>Ref. No.</p>
<p>Estd. 1919</p>	<p>Website : www.rayatshikshan.edu • E-mail : secretary@rayatshikshan.edu</p>	<p>Date / /202</p>

. 2 . .

Conditions:

1. Educational qualifications, experience, pay scales etc. applicable for the post is as per the norms prescribed by Rayat Shikshan Sanstha, Satara.
2. Salary expectations should be mentioned by applicant in the application.
3. Apply online on www.rayatrecruitment.com giving full particulars along with, resume, Letter of experience, supportive documents mentioned in resume before 25/03/2025 to the undersigned.
4. Application received after the last date will not be considered.
5. Original documents need to be produced at the time of interview.
6. All rights regarding the appointment process and selection of candidates is reserved with the management of Rayat Shikshan Sanstha, Satara.

Place: Satara


 Secretary

Rayat Shikshan Sanstha, Satara

	<p>"Education through Self - help is our motto", KARMAVEER</p> <p>RAYAT SHIKSHAN SANSTHA, SATARA.</p> <p>Maharashtra State (INDIA)</p> <p>Founder : Padmabhushan Dr.Karmaveer Bhaurao Patil, D.Litt.</p>	<p>☎ (02162) 234566, 233857, 232444, 228566, 234857</p> <p>Ref. No.</p>
<p>Estd. 1919</p>	<p>Website : www.rayatshikshan.edu • E-mail : secretary@rayatshikshan.edu</p>	<p>Date / /202</p>

.. 3 ..

Skill Set Requirement for –

Junior Clerk (Audit) : (on the field)

01. Time management – scheduling.
02. Work under pressure and long hours.
03. Attention on accounting details.
04. Computer proficiency in Ms-excel and Tally.
05. Openness in communication.
06. Critical thinking.
07. Data management and cross checking.
08. Record keeping.
09. Communication skills.