



DIRECTOR SHRI SADASHIV CAMPUS <director-puri@csu.co.in>

## Regarding notification for interveiw

1 message

DIRECTOR CSU, NASHIK CAMPUS <director-mumbai@csu.co.in>

Thu, Jul 24, 2025 at 10:39 AM

To: Director Bhopal Campus <director-bhopal@csu.co.in>, DIRECTOR GURUVAYOOR CAMPUS <director-thrissur@csu.co.in>, DIRECTOR JAIPUR CAMPUS <director-jaipur@csu.co.in>, DIRECTOR EKALAVYA CAMPUS <director-agartala@csu.co.in>, DIRECTOR SHRI RANBIR CAMPUS <director-jammu@csu.co.in>, DIRECTOR SHRI RAJIV GANDHI CAMPUS <director-sringeri@csu.co.in>, DIRECTOR LUCKNOW CAMPUS <director-lucknow@csu.co.in>, DIRECTOR VEDVYAS CAMPUS <director-balahar@csu.co.in>, DIRECTOR SHRI RAGHUNATH KIRTI CAMPUS <director-devprayag@csu.co.in>, DIRECTOR SHRI SADASHIV CAMPUS <director-puri@csu.co.in>, director-allahabad@csu.co.in

Sir

Please find the attachment

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With Regards, सादर

**Prof. Nilabh Tiwari**

**Director**

Central Sanskrit University

Nashik Campus

Nashik, Maharashtra - 422003

**प्रो. नीलाभ तिवारी**

**निदेशक**

केन्द्रीय संस्कृत विश्वविद्यालय

नासिक परिसर

नासिक, महाराष्ट्र - ४२२००३

Website : [www.csu-mumbai.edu.in](http://www.csu-mumbai.edu.in)

Email : [director-nashik@sanskrit.ac.in](mailto:director-nashik@sanskrit.ac.in)



## 4 attachments

98.pdf  
1135K

Adv.pdf  
443K

Estate officer (1).pdf  
3856K

Finance.pdf  
2253K



# CENTRAL SANSKRIT UNIVERSITY

NASHIK CAMPUS

NASHIK MAHARASHTRA -422003

UNDER MINISTRY OF EDUCATION, GOVT. OF INDIA



Date 16.07.2025

Notice 98

Due to some technical issues, date of interview for the post of Estate Officer (Contract) has been rescheduled on 03-08-2025.

Prof. Nilabh Tiwari  
Director

Copy to –

1. Campus Website
2. Notice file



**CENTRAL SANSKRIT UNIVERSITY**  
(Established by an act of parliament)  
**NASHIK CAMPUS**



Takekar Shiksha Sanskul, Near Bafana Warehouse, Garware Stop, Nashik-Ojhar Highway, Sayyad Pimpri, Nashik, Maharashtra  
Pin-422 003

CSU/Admn/Advt/2025-26/03

Date - 17.07.2025

**WALK-IN-INTERVIEW FOR CONTRACT CONSULTANT (FINANCE & ACCOUNTS)**

Name of the post	Essential Qualification	Consolidated Remuneration	Date & Time of Interview
Consultant (Finance & Accounts)	Master's degree (preferably in commerce/M.B.A-Finance or Bachelor's Degree in Finance, Accounting, Economics or related field.	Temporary and contract basis for a period of 11 months @ a fixed remuneration of Rs.50000/- per month.	02.08.2025 & 11:00 AM
Estate Officer Corrigendum of advertisement dated 13.07.2025	A Second-Class Bachelor's degree in Civil Engineering with a minimum of 5 years' experience in construction and maintenance of Building, Transport and Estate Management.	Temporary and contract basis for a period of 11 months @ a fixed remuneration of Rs.50000/- per month.	03.08.2025 & 11:00 AM

For more details visit Website: <http://csu-mumbai.edu.in>  
Attend walk-in interview with original documents. Contact No.9372891521.  
Apply on mail Id : [director-nashik@sanskrit.ac.in](mailto:director-nashik@sanskrit.ac.in)

S/d  
Director

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**CENTRAL SANSKRIT UNIVERSITY**  
**NASHIK CAMPUS**  
**NASHIK MAHARASHTRA -422003**  
**UNDER MINISTRY OF EDUCATION, GOVT. OF INDIA**



Dt: 16.07.2025

**ENGAGEMENT OF CONSULTANT (FINANCE & ACCOUNTS)**

Applications are invited from the retired eligible candidates having required qualifications & experience from Central/State Government Universities/institutions or retired as Sr. AO/AO from Indian Audit & Accounts Departments, Govt. of India or equivalent as under:

Sl. No.	Name Of the Post	Qualification	Nature of Duties
1.	<p>Consultant (Finance &amp; Accounts) One Position</p> <p>On Contract basis for a period of 11 (eleven) months.</p> <p><b><u>Remuneration</u></b></p> <p>Rs. 50,000/-per month fixed,</p> <p>Age: Preferably above 55 years</p>	<p><b><u>Essential: -</u></b></p> <p>(1). Master's degree (preferably in commerce/M.B.A-Finance</p> <p style="text-align: center;">Or</p> <p>Bachelor's Degree in Finance. Accounting, Economics or related field.</p> <p>(ii) Five years of experience in the relevant filed.</p> <p><b><u>Desirable</u></b></p> <p>(i) MBA from a Recognized University</p> <p>(ii) Proven work experience as a Financial Consultant, Financial Adviser, or similar role</p> <p>(iii) Hands-on experience with accounting software statistical packages.</p> <p>(iv) Good knowledge of fiscal policies.</p> <p>(A) Excellent analytical skills, along with the ability to create detailed reports and spreadsheets.</p>	<ul style="list-style-type: none"> <li>• Review the accounting procedures and recommend improvements.</li> <li>• Develop and submit annual budget plan and finance plan to senior management for approvals.</li> <li>• Monitor and manage all expense within the allotted budget.</li> <li>• Prepare and submit monthly financial report and expense report to management.</li> <li>• Perform financial analysis to support institution development planning.</li> <li>• Create and maintain financial models to achieve set goals.</li> <li>• Guide and motivate university team to enhance productivity and revenue.</li> <li>• Any other work pertaining to financial matters.</li> </ul>

- Interested candidates may attend Walk in Interview with their "Curriculum Vitae" and facsimile of requisite certificates of qualification and experience along with original certificates for verification.
- Walk in Interview will be conducted on 02/08/2025 at 11.00 AM at the premises of Central Sanskrit University, Nashik Campus, Nashik, Maharashtra. Candidates are advised to attend for the walk-in-interview one hour before the scheduled time.
- No other compensation apart from consolidated remuneration will be admissible, even if attend office on holidays and work beyond normal office hours.

- The engagement on above positions, are purely on temporary and contractual basis for a fixed period.
- The University/Campus reserves the right to terminate this engagement at any time even before the stipulated time, without assigning any reasons.
- The University/Campus reserves the right either to make engagement as per advertisement or not.
- If there exists any controversy in selection process or any dissatisfaction of the candidate there for, the decision of Director/Chairman shall be final.
- No TA will be paid to any candidate for attending the Interview.



DIRECTOR





# CENTRAL SANSKRIT UNIVERSITY

NASHIK CAMPUS

NASHIK MAHARASHTRA -422003

UNDER MINISTRY OF EDUCATION, GOVT. OF INDIA



F.no/Csu/Nashik/Admn/2025-26/231

Dt.16.07.2025

## CORRIGENDUM

### WALK-IN-INTERVIEW FOR ENGAGEMENT OF ESTATE OFFICER PURELY ON CONTRACT BASIS

Eligible candidates are invited for walk-in-interview for engagement of ESTATE OFFICER at Central Sanskrit University, Nashik Campus, Nashik, Maharashtra, purely on temporary and contract basis for a period of 11 months. Number of contractual positions, Qualification, Experience, fixed remuneration and schedule of interview are as follows: -

Name of Position	Qualification and Experience
<p>Estates Officer [One Position]</p> <p>Remuneration:</p> <ul style="list-style-type: none"> <li>Rs.50000/- per month fixed.</li> <li>Age Limit 35 years.</li> </ul>	<p>Essential: - A Second-Class Bachelor's degree in Civil Engineering with a minimum of 5 years' experience in construction and maintenance of Building, Transport and Estate Management.</p> <p>(Retired Civil Engineers from Central Govt./State Govt./ Autonomous bodies will also be considered)</p> <p>Note: - Duties and Responsibilities: -</p> <ul style="list-style-type: none"> <li>Organizing and checking repairs and maintenance of the civil, electrical, plumbing needs of the own or hired existing building of CSU (Main building, Hostels, residences and other campus buildings) and give overall operating direction to the team with regards to quality, timelines etc. for repairs &amp; maintenance.</li> <li>Planning of Maintenance Schedule of Supply Chain Management.</li> <li>Maintenance and upkeep of STP, Power Station, Solar energy plant, DG sets, Power backups, Rain Water harvesting, ACs, Water Coolers, Desert Coolers, overhead water tanks etc.</li> <li>Monitoring and maintaining uninterrupted general water supply, clean potable Water supply, Water quality Management in the campus.</li> <li>Making sure properties and man power are being used for their intended purpose.</li> <li>To coordinate indenting of Vendors, execution of agreements and monitoring of their working and performance in accordance with terms and conditions of the agreement for the following outsourced support services in the campus in coordination with concerned department and officers. <ul style="list-style-type: none"> <li>Gardening and horticulture</li> <li>House Keeping</li> <li>Security Services</li> </ul> </li> </ul>



- Co-ordinate and arrange for obtaining approvals of appropriate authorities for proper coordination.
- The Estates Officer will oversee the systems that keep CSU estate running. This includes the annual budget, the schedules for all employees under Project management of payrolls of contractual labours under project.
- Responsible for Roads, street lights, drainage management.
- Guest house management and hospitality.
- Planning of active measures for safety and hospitality.
- Obtaining Fire safety and complying with conditions of fire safety.
- Planning and active measures for safety and protection of campus from Monkeys, dogs, reptiles, honey bees and other harmful animals.
- Ensuring safety measure of the workers in the campus.
- Power safety measures for all planned events.
- Ensuring Proper steps for energy optimization.
- Checking the potential of Property for both short and long term use.
- Keeping up-to-date with land management, building control and environmental issues.
- The role will require strong interpersonal skills and to confidently operate in the professional manner at a senior level within the institution.

- Interested candidates may attend Walk in Interview with their "Curriculum Vitae" and facsimile of requisite certificates of qualification and experience along with original certificates for verification.
- Walk in Interview will be conducted on 03/08/2025 at 11.00 AM at the premises of Central Sanskrit University, Nashik Campus, Nashik, Maharashtra. Candidates are advised to attend for the walk-in-interview one hour before the scheduled time.
- No other compensation apart from consolidated remuneration will be admissible, even if attend office on holidays and work beyond normal office hours.
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