

OFFICE ADMINISTRATION Staff List JULY 2025

Sr. No.	ADMINISTRATIVE SECTION/ RESPONSIBILITY	NAME AND POST HELD	EDUCATION	MO. NO.
1	HEAD OF THE INSTITUTION	Dr. R. P. Borkar, Principal	B.E. (CIVIL ENGG.) M. Tech. Ph. d (IIT Mumbai)	07103-295226
2	ADMINISTRATIVE SECTION/ CONTROLLING OVER THE STUDENTS : EXAM, CASH, INWARD OUTWARD SECTION	Shri. B.B. Chukkalwar	Registrar	9423122448
3	COMPUTER SECTION (On Deputation) to R.O. Office	Shri D. M. Nagrale, Programmer	B.A., M.A. Advance Diploma in Computer Software System Analysis & application , Diploma in Civil Engg.	9422806381
4	COMPUTER SECTION	Shri. S. P. Gedam , Data Entry Operator	B.A., M.S.W., Certificate Course In Computer Operation	9921726231
5	CONFIDENTIAL SECTION	Shri T. R. Puram, Steno	B.A.	9765357929
6	CONTROLLING OVER THE ACCOUNT SECTION	Shri H. R. Rathod, Office Superintendent	B.A. B.Ed.	7972490953
7	CONTROLLING OVER THE ESTABLISHMENT SECTION	Smt. A. R. Ramawat, Head Clerk	M.Sc.	8788054708
8	ACCOUNTS SECTION II	Shri Y. D. Harde, Head Clerk	12 th	942020970751
9	ACCOUNTS SECTION I	Smt. T.M. Shaikh, Senior Clerk	M.B.A(HR)	9970405959
10	ESTABLISHMENT CLASS I & II	Mrs. N. S. Dautpure, Senior Clerk	B.A., M.A, B.Ed. M.S.W., M. phil.	9423244989
11	ESTABLISHMENT CLASS III & IV	Shri. M. N. Chute, Junior Clerk	B.A., B.Ed	9923205575
12	CASH SECTION	Ms. P. R Butte, Senior Clerk	B.COM., M. B. A	7709504203
13		Shri U. S. Khekale, Junior Clerk	B.Sc.	9096416346
14	(On Deputation) to R.O. Office	Shri K. N. Naitam, Senior Clerk	B. A.	9860208615
15	STUDENTS SECTION(EXAM)	Shri S. S. Nikose, Senior Clerk	B. A.	8806701324
16	STUDENTS SECTION (ADMISSION)	Shri W. R. Choudhari, Senior Clerk	12 th	8766659917/9823375462
17	STUDENTS SECTION (SCHOLARSHIP)	Ms. P. N. Gatlwar, Junior Clerk	M. COM.	9860401738
18	STUDENTS SECTION	Shri. R. S. Hiwase, Junior Clerk	S.S.C.	9423408583
19	STUDENTS SECTION	Shri S. G. Rathod, Junior Clerk	B.A. B.Ed	8380904928
20	HOSTELS (BOY'S)	Shri R. M. Gote, Senior Clerk	B. COM.	7767979900
21	HOSTELS (GIRLS)	Smt. J. M. Butle, Senior Clerk	B. A.	8390842539
22	INWARD OUTWARD SECTION	Smt. A. V. Godbole, Junior Clerk	S.S.C.	8605777273
23	Treasury Messenger	Shri. P. P. Kapkar, Library Atendent	S.S.C.	8805655090