



ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ

**ODISHA ADARSHA VIDYALAYA**

At-Machhara Po-Umuri, Dist-Koraput, Pin-764021

(An English Medium Senior Secondary School affiliated to CBSE, New Delhi

Under Ministry of S & M E, Govt. of Odisha)

Office Contact No.8917375981, Email ID-koraput@oav.edu.in

CBSE Affiliation No. 1520094, School Code-17163, UDISE-21290608004



Letter No. 107

Date: 09/04/22

**ADVERTISEMENT**


Applications are invited from deserving candidates on **Contractual** basis for Girls' Hostel. Odisha Adarsha Vidyalaya At:- Machhara, Post-Umuri, Block/ Dist-Koraput. As per the vacancies mentioned below in the Table.

The detailed Qualification and the eligibility criteria is given in the box

Sl. No.	Name of the Post	Qualification	Age	Remuneration per month	Vacancy Position	Remarks
1.	WARDEN	B.A/B.SC	30-60 Yrs.	7,260/-	01	
2.	Asst. Cook	-----	21-30 Yrs.	3630/-	01	

Application and other details can be downloaded from the District website ([www.koraput.nic.in](http://www.koraput.nic.in)). Interested candidates fulfilling the eligibility criteria may apply by Registered Post only to **Odisha Adarsha Vidyalaya, At:- Machhara, Po-Umuri, Ps/Dist/Block- koraput, Pin- 764021** by date : 11 / 04/2022 to 25 / 04/2022. The incomplete application forms and forms received after due date shall be summarily rejected. The authorities will not be responsible for any postal delay. Further the authorities reserve the right to cancel any or all of the applications without any reason thereof.

By order of Collector

  
Principal  
OAV MACHHARA  
DIST-KORAPUT  
09/04/22

# **ODISHA ADARSHA VIDYALAYA SANGATHAN** **GUIDELINES FOR ENGAGEMENT OF EMPLOYEES IN** **GIRLS' HOSTEL**

The following employee will be engaged in the Girls' Hostel of the Odisha Adarsha Vidyalaya for smooth running of the hostel.

## **1. Warden**

- **Qualification: B.A/ B.Sc from any recognized University.**
- **Age - 30 to 60 years as on the date of advertisement.**
- **Experience: At least 02 years in hostel management.**
- **Remuneration Rs. 7,260/- per month.**

1. The preference shall be given to the local candidate preferably from the block area. If not available, then from the other adjacent block of respective district.
2. If any in service lady teacher of OAV is willing to discharge the duties of a warden in addition to her duties, she may be paid monthly remuneration of Rs.3000/- in addition to her own salary. But she must have to stay in the hostel even during the night hours.
3. Retired lady teachers, if willing and physically & mentally sound within the age limit of 62 years as on the date of the engagement, may be engaged as warden.

## **2. ASST. COOK**

- Remuneration – Rs. 3630/- per Month
- Age- 21 – 32 Yrs. As on date of advertisement.
- Having experience in cooking.
- If somebody is trained in cookery, She will be given preference & due weightage.
- Cook herself perfectly, hygienic in her dresses & Cooking habits.
- The Committee shall conduct physical cooking some items & evaluate the deliciousness / consumption of time for preparation of the dishes / hygienic condition of cooking select the Best.
- Must be well conversant to use LPG.

*Schobher*  
9/4/22  
JAY Mahalaya  
Korpaut

**APPLICATION FOR THE POST OF WARDEN /ASST. COOK (CONTRACTUAL)  
IN GIRLS HOSTEL OF ODISHA ADARSHA VIDYALAYA, AT:-MACHHARA  
POST:-UMURI, DIST/BLOCK:-KORAPUT, PIN:-764021**

Fill the application form in block letters.

1. Post applied for :.....
2. Name of the applicant in (Block Letters):  
.....
3. Father's / Husband Name:  
.....
4. (a) Present Address: -

House/Plot No: .....

5. Pada/Habitation Name .....
- Name of Revenue Village: .....
- Name of G.P:.....
- Name of Police Station:.....
- Name of Dist: .....
- Pin Code No: .....

(B)Permanent Address :-

House/Plot No : .....

Pada/Habitation Name .....

Name of Revenue Village : .....

Name of G.P :.....

Name of Police Station :.....

Name of Dist: .....

Pin Code No : .....

6. Date of Birth: In Figures: ..... / ..... / ..... (DD/MM/YYYY)

In words.....

Age as on the date of advertisement .....Years .....Months.....days

7. Aadhar Card No: .....

8. Category applied under : (Please tick whenever applicable)

UR: ..... SC: ..... ST: ..... SEBC: ..... PH: .....

9. Employment exchange registration No. & Date :

.....

10. Gender:.....

11. Educational Qualification :

Sl No	Exam Passed	Board/ University	Year of Passing	Full Marks	Marks obtained	Percentage
1.	HSC					
2.	+2					
3.	Bachelor Degree					

11. Contact No:.....

12. E-mail ID: .....

13. Copy of certificates to be enclosed (self-attested) (Please tick the certificate which is enclosed)

- (I) HSC Certificate and mark sheet.
- (II) +2 Certificate and mark sheet.
- (III) Bachelor Degree Certificate and mark sheet.
- (IV) Caste Certificate.
- (V) Aadhar Card.
- (VI) Resident Certificate.
- (VII) Certificate of experience in Hostel Management.
- (VIII) Employment Registration card.
- (IX) Self-attested passport size photograph.(02)

**Declaration:**

1. I do hereby declare that I have gone through the advertisement properly and I am eligible for the post. I am fully aware of the terms & conditions of recruitment and agree to abide by them.
2. The above information furnished by me is true to the best of my knowledge and belief. If at any stage any information furnished by me is found to be false then my candidature may be cancelled/ rejected without assigning any reason thereof.

Date: - .....

Place: - .....

**Signature of the Applicant**