



ODISHA ADARSHA VIDYALAYA

At/Po/Ps/Block-Papadahandi, Dist-Nabarangapur, Pin: 764071

CBSE Affiliation No: 1520140, School Code: 17226, UDISE: 21280705914

Office Contact No:-76810 66058, Email ID:papadahandi@oav.edu.in



Letter No- 0161/2023

Date-01/06/2023

To

The District Information Officer,
National Information Centre,
Nabarangpur.

Sub : Request to upload the advertisement for engagement of supporting staff for 100 seated girls Hostel of OAV, Papadahandi.

Respected Sir/Maam,

I am requested to publish advertisement inviting application for engagement of supporting staff for Girls' Hostel, Papadahandi.

As such I would request you kindly upload the advertisement in the District Website for information of all concerned. Both hard copy and soft copy of the advertisement is enclosed herewith for your kind information and necessary action. A short advertisement is being published in the news paper to refer the web portal.

This is for favour of your kind information and necessary action.

- Encl: 1. Advertisement for the contractual appointment.
2. Guidelines for engagement.

Thanking you

[Signature]
Principal 01.06.23
Odisha Adarsha Vidyalaya
Papadahandi

Memo No- 0162/2023

Date-01/06/2023

Copy submitted to MIS programmer you are requested to upload the said advertisement in state level.

[Signature]
Principal 01.06.23
Odisha Adarsha Vidyalaya
Papadahandi

Memo No- 0163/2023

Date-01/06/2023

Copy submitted to DEO, Nabarangpur and SPD, OAVS, Bhubaneswar for kind information and necessary action

[Signature]
Principal 01.06.23
Odisha Adarsha Vidyalaya
Papadahandi



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Letter No- 0164/2023

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ADVERTISEMENT

Applications are invited from deserving candidates for different supporting staffs for Girls' Hostel, Odisha Adarsha Vidyalaya, Papadahandi, Dist- Nabarangpur as the vacancies mentioned below in the table.

Sl.No	Name of the post	Qualification	Age	Remuneration	Vacancy position	Remarks
1	Warden	B.A/ BSC	30-60 yrs	21,175/-	1	Local Resident, Experience in 2 years of Hostel management
2	Head Cook		30-40 yrs	9,000/-	1	
3	Asst. Cook		21-32 yrs	6750/-	2	
4	Chawkidar	HSC	21-32 yrs	7500 /-	1	

Application and other details can be downloaded from the District website (www.nabarangpur.nic.in) Interested candidates fulfilling the eligibility criteria may apply by registered Post only (DON'T SUBMIT APPLICATION FORMS ON HAND IN THE VIDYALAYA OFFICE OR BY MAIL) to Odisha Adarsha Vidyalaya, At: Papadahandi, Dist-Nabarangpur Pin- 764071 by date: 20.06.2023. The Incomplete application 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 the applications without any reason thereof.

By the order of collector


Principal
Odisha Adarsha Vidyalaya
Papadahandi
01.06.23



ODISHA ADARSHA VIDYALAYA

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CBSE Affiliation No: 1520140, School Code: 17226, UDISE: 21280705914

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Letter No- 0166/2023

Date-01/06/2023

ADVERTISEMENT

Applications are invited for the posts of Warden (Female), Head Cook (Female), Asst. Cooks (Female), Chawkidar (Male) for Girls' Hostel in Odisha Adarsha Vidyalaya, Papadahandi, Nabarangpur. Interested candidates fulfilling the eligibility criteria may apply by Registered/ Speed post only to Odisha Adarsha Vidyalaya, AT/PO-Papadahandi, Dist-Nabarangpur Pin- 764071 For detail advertisement visit www.nabarangpur.nic.in Last date for Application:..20.6.2023.
Ph: 76801066058


Principal 01.06.23
Odisha Adarsha Vidyalaya
Papadahandi

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

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

1. **WARDEN (FEMALE)**

- Remuneration Rs 21,175/- per month
 - 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 of Hostel management
1. Preference shall be given to the local candidate preferably from the block area. If not available, then from the order 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. Retied lady teachers, if willing and physically & Mentally sound within the age limit of 62Years as on the date of the engagement, may be engaged as warden.

2. **CHOWKIDAR-CUM-SWEEPER**

- Remuneration – Rs- 7500/- per month.
- Age-21 to 32 years as on the date of advertisement.
- Qualification: He must have passed HSC Examination.

3.HEAD COOK:

- Remuneration – Rs 9000/- per month
- Age- 30 to 40 years as on the date of advertisement.
- If somebody is trained in cookery, he/she will be given preference & due weightage.
- Cook himself/herself be perfectly hygienic in his/ her dresses, cooking habits etc.
- The committee shall conduct physical cooking of some items & evaluate the Deliciousness/ consumption of time for preparation if the dishes/ hygienic condition Of cooking & select the best.

3. **ASST. COOK**

- Remuneration – Rs 6750/- per month
- Age 21-32 years as on date of advertisement.
- Maximum 02 number of Assistant cooks can be engaged in one OAV.
- Having experience in cooking and other characteristics
- 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.

**APPLICATION FOR THE POST OF WARDEN / HEAD COOK/ ASST. COOK/
CHAWKIDAR IN GIRLS' HOSTEL OF ODISHA ADARSHA VIDYALAYA, Papadahandi,
At/po- Papadahandi, Dist: Nabarangpur.**

Fill the application form in block letter.

1. Post Applied for
2. Name of the Applicant in (Block Letters)..
3. Father's/ Husband Name.
4. Present Address...
 - House /Plot No.
 - Pada/ Habitation Name...
 - Name of Revenue Village.
 - Name of G.P.
 - Name of Police Station..
 - Name of Dist...
 - Pin Code.....
5. (B)Present Address..
 - House /Plot No:..
 - Pada/ Habitation Name....
 - Name of Revenue Village...
 - Name of G.P...
 - Name of Police Station...
 - Name of Dist....
 - Pin Code...
6. Date of Birth:
In Words.
Age as on the date of advertisement years..... Months.....days.....
7. Aadhar Card No:....
8. Category applied Under
UR:.....SC:.....SEBC.....ST.....PH.....
9. Employment exchange registration No & Date...
10. Gender:..
11. Education Qualification:

Sl.No	Exam Passed	Board/University	Year of Passing	Mark Obtained	Full mark	percentage

12. Contact No...

13. E-mail Id..

14. Copy of certificates to be enclosed (Self-Attested) (Please tick the certificate which is Enclosed)

- HSC Certificate & Mark Sheet
- +2 Certificate & Mark Sheet
- Bachelor Degree Certificate & mark Sheet
- Caste Certificate
- Aadhar Card
- Resident Certificate
- Certificate of Experience in Hostel Management
- Employment Registration Card
- Self-attested passport size photograph.

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 and conditions of recruitment and Agree to abide 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 canceled / rejected without assigning and reason thereof.

Date Place:

Signature of the Applicant