ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ, ପାପଡ଼ାହାଣ୍ଡି

ODISHA ADARSHA VIDYALAYA, PAPADAHANDI

AT/PO/BLOCK-PAPADAHANDI, DIST-NABARANGAPUR, PIN: 764071
(Under the Department of S&ME, Govt. of Odisha)
CBSE Affiliation No: 1520140, School Code: 17226,
UDISE: 21280705914, Tel: 06869-299988, Email: papadahandi@oav.edu.in

Letter No : *517*/2026 Date : 05.11.2026

ADVERTISEMENT FOR CONTRACTUAL ENGAGEMENT IN DIFFERENT POST IN BOY'S HOSTEL OF ODISHA ADARSHA VIDYALAYA, PAPADAHANDI OF NABARANGPUR DISTRICT

Applications are invited from eligible male candidates for filling up following different support staff of Boy's Hostel Odisha Adarsha Vidyalaya, Papadahandi.The engagement is purely **Contractual and temporary** in nature with consolidated remuneration (including EPF Share of employee and Employer) and is renewable after one year of service subject to satisfactory performance.

The details Qualification and desired Qualification is given in the box

Sl. No.	Name of the Post	No of Post	Essential Qualification	Age (As on date of Advertisement)	Remuneration per month
01	Warden	01	B.A/B.Sc Experience: At least 02 years in Hostel Management	30-60 Yrs	Rs.21,175.00
02	Head Cook	01	Trained in Cookery	30-40 Yrs	Rs.9,000.00
03	Asst. Cook	02	Experience in Cooking	21-32 Yrs	Rs.6,750.00
04	Chowkidar-cum-Sweeper	01	HSC Pass	21-32 Yrs	Rs.7,500.00

Application form and other details can be downloaded from the District website. Interested candidates fulfilling the eligibility criteria may apply to the undersign by Speed post or Registered Post only to " **The Principal Odisha Adarsha Vidyalaya,Papadahandi, At/Po-Papadahandi,Ps-Papadahandi,Dist-Nabarangpur, Pin- 764071**" on or before **dt:25.11.2026** with duly filled application form (Annexture-A), photocopy of all the educational qualification certificate and experience certificates, if available. Direct submission of application form at the school point or through e-mail will not be entertained. 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-cum-Chairman

05.11.26

Principal
OAV Papadahandi

Principal
Odisha Adarsha Vidyalaya
Papadahandi

ODISHA ADARSHA VIDYALAYA SANGATHAN
GUIDELINES FOR ENGAGEMENT OF SUPPORT STAFF FOR BOY'S HOSTEL

1. Warden: (One)

- Male candidate only.
- Qualification: B.A/B.Sc from any recognized University.
- He has to stay in the hostel 24 x 7 .
- Age: 30-60 Years as on the date of advertisement.
- Experience: At least 02 years in hostel management.
- Remuneration: Rs. 21,175/-per month (including EPF share of Employee & Employer)

i. The preference shall be given to the local candidate preferably from the block area. If not available, then from the other adjacent block of the respective District.

ii. If any in-service teacher of OAV is willing to discharge the duties of a warden in addition to his/her duties, He/she may be paid monthly remuneration of Rs. 3000/- in addition to his/her own salary. But He/she must have to stay in the hostel even during the night hours and have to take all responsibilities.

iii. Retired 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. Chowkidar-cum-Sweeper (One)

- Male candidate only.
- Remuneration: Rs. 7,500/- per month (including EPF share of Employee & Employer).
- Age 21 to 32 Years as on date of Advertisement.
- Qualification: He must have passed HSC Examination.

3. Head Cook (One)

- Male candidate only.
- He has to stay in the hostel 24 x 7.
- Remuneration: Rs. 9,000/- per month (including EPF share of Employee & Employer)
- Age: 30 to 40 years as on the date of advertisement
- If somebody is trained in cookery, he will be given preference & due weightage.
- Cook himself be perfectly hygienic in his dresses, cooking habits etc.
- The committee staff conduct physical cooking of some items & evaluate the deliciousness/ consumption of time for preparation if the dishes/ hygienic condition of cooking & select the best.
- The cook must be well conversant to use LPG.

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4. Assistant Cook (Two)

- Male candidate only.
- He has to stay in the hostel 24X7.
- Remuneration: Rs. 6750/- per month (including EPF share of Employee & Employer)
- Age: 21 to 32 years as on the date of advertisement
- Maximum 02 number of Assistant Cooks can be engaged in one Hostel.
- Candidates having experience in cooking and possessing other required characteristics shall be preferred.

Duration of the Engagement:

- On expiry of a year period of engagement fresh engagement shall be made with a gap at least one working day based on the satisfactory performance of the employee.

Process of engagement:

- Preference shall be given to the local candidates

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Annexture-A

APPLICATION FORMAT FOR ENGAGEMENT OF SUPPORT STAFF IN BOY'S HOSTEL OF ODISHA ADARSHA VIDYALAYA, PAPADAHANDI OF NABARANGPUR DISTRICT.

Recent Self Attested Passport Size Photograph

1. Name of Post applied for: _____
2. Name of the Candidate (in Block letters): _____
3. Father/Husband's Name: _____
4. Present Address: _____

_____

5. Permanent Address: _____

_____

6. Email ID : _____

Contact No.: _____ Whats App No: _____

7. Nationality: _____
8. Date of Birth: _____
9. Age as on Date of Adv: _____
10. Sex (Male/Female): _____
11. Marital Status (Married/Unmarried): _____
12. Employment Exchange Registration No.: _____
13. Educational Qualification:

Exam Passed	Board/University/Institution	Years of Passing	Total Marks	Mark secured	% of Mark
10th					
+2					
+3(Graduation)					
Others					

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14. Work experience if any:

Designation	Nature of Work	Name of the Organisation	Type of Organisation (Govt/Pvt/Project/NGO)	Period of Service		
				From	To	Completed Years

DECLARATION

I do hereby declare that the information furnished above are true and correct to the best of my knowledge and belief.

Place:

Date:

Full Signature of Candidate

Documents to be attached

1. Self-attested photocopies of all Certificates & Mark sheets (HSC onwards) in support of Educational Qualification, Experience Certificate, Caste Certificate, Residence Certificate and valid Employment Registration Card.

2. 02 recent passport size photographs (self-attested). One Photograph must be affixed to the application form in the box specified.

3. Self-attested photo identity card (Aadhaar/Voter Id/PAN-card/DL).

4. 02 Self-Addressed stamped envelopes.

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