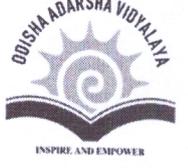




# ODISHA ADARSHA VIDYALAYA BALIDHIPA

At:Balidhipa, Po:Jharbandh, District:Bargarh(Odisha), PIN:768042

## ADVERTISEMENT



Applications are invited from deserving candidates for engagement of support staff for Boys' Hostel at Odisha Adarsha Vidyalaya Balidhipa, Jharbandh, Bargarh as per the vacancy details given below in the table:

SI No	Name of the Post	Qualification	Age	Remuneration Per Month	Vacancy Position for Boys' Hostel
01	Warden (Male)	B.A/B.Sc.	30-60 Yrs	Rs. 21,175/-	01
02	Chowkidar-cum-Sweeper (Male)	HSC	21-32 Yrs	Rs. 7500/-	01
03	Head Cook (Male)		30-40 Yrs	Rs. 9000/-	01
04	Assistant Cook (Male)		21-32 Yrs	Rs. 6750/-	02

Application Form and other details can be downloaded from the district website ([www.bargarh.odisha.gov.in](http://www.bargarh.odisha.gov.in)). Interested candidates fulfilling the eligibility criteria may apply by Registered Post/Speed Post only to The Principal, Odisha Adarsha Vidyalaya, AT- Balidhipa, PO-Jharbandh, Dist.- Bargarh, Odisha, Pin-768042 by date:05.03.2026. The application forms submitted by hand/courier or any other mode will not be accepted. The incomplete application forms/ application forms received after due date shall be summarily rejected. The authority will not be responsible for any postal delay. Furthermore, the authorities reserve the right to cancel any or all the application without any reason thereof.

By Order of Collector-cum-Chairman OAVs  
Sd/-Principal  
Odisha Adarsha Vidyalaya, Balidhipa, Jharbandh

## **GUIDELINES FOR ENGAGEMENT OF SUPPORT STAFF FOR THE HOSTEL**

The following support staff will be engaged in the Hostels of the Odisha Adarsha Vidyalayas for smooth running of the hostels.

### **9.1 Warden: (One)**

- Male for Boys' hostel and Female for Girls' hostel.
- Qualification: B.A/B.Sc from any recognized University.
- He/ She 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.

### **9.2 Chowkidar-cum-Sweeper (One)**

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



### **9.3 Head Cook (One)**

- Male for Boys' hostel and Female for Girls' hostel.
- He/ She 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/she will be given preference & due weightage.
- Cook himself/herself be perfectly hygienic in his/her 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.

### **9.4 Assistant Cook (Two)**

- Male for Boys' hostel and Female for Girls' hostel.
- He/ She 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.
- Having experience in cooking and other characteristics as specified above in 9.3

### **Process of Engagement:**

- Advertisement will be published in local dailies.
- Fifteen days' time duration may be given for inviting application from intending candidates.
- Preference shall be given to local candidates. If candidates are not available in that locality, then block will be taken as a unit. If still candidates are not available, then the candidates from nearby blocks may be selected for the purpose. No candidates outside of the district should be recruited against the posts stated above.
- Qualification for the different posts may be taken from the above list.



# APPLICATION FORM

**For Engagement of Support Staff in Boys' Hostel of  
Odisha Adarsha Vidyalaya, Balidhipa, Jharbandh of Bargarh District**

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 and Contact No.: \_\_\_\_\_
7. Nationality: \_\_\_\_\_
8. Date of Birth: \_\_\_\_\_
9. Age as on Date of Adv: \_\_\_\_\_
10. Sex (Male/Female): \_\_\_\_\_
11. Marital Status (Married/Unmarried): \_\_\_\_\_

Recent Self  
Attested  
Passport Size  
Photograph

**12. Educational Qualification:**

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

**13. 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 and Residence Certificate.
- 2.** 02 recent passport size photographs (self-attested). One Photograph must be affixed to the application form in the box specified.
- 3.** Self-attested photocopy of identity card (Aadhar/Voter Id/PAN-card/DL).