



**DISTRICT EDUCATION OFFICE, GANJAM**  
GIRI ROAD, BRAHMAPUR-760005  
e-mail:deoganjam11@gmail.com, Ph: 0680-2233350(L) 2233251(Fax)

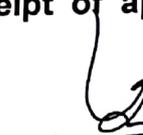


Order No. 16493

Date. 06-11-2018

### ADVERTISEMENT

Applications are invited from eligible candidates for engagement in different categories of vacant posts in **GIRLS HOSTEL** of the **Odisha Adarsha Vidyalayas** to be functioned in **12 OAVs** of Ganjam District during 2018-19. Details of the different category of vacant posts, eligibility criteria, application format etc. are available in the Ganjam district web site [www.ganjam.nic.in](http://www.ganjam.nic.in) . The last date for receipt of applications is **24.11.2018**.

  
District Education Officer  
Ganjam, Berhampur

Memo No. 16494

Dated: 06-11-2018

Copy along with instruction to the applicants, category of vacancy posts, eligibility criteria, forwarded to District Informatics Officer, NIC, Ganjam, Chatrapur for information and necessary action with a request to upload in the District Website.

  
District Education Officer  
Ganjam, Berhampur

Memo No. 16495

Dated: 06-11-2018

Copy to Notice Board of District Education Office, Ganjam, Berhampur and Block Education Office/All principals of OAVs of Ganjam District for information and necessary action.

  
District Education Officer  
Ganjam, Berhampur

Memo No. 16496

Dated: 06-11-2018

Copy Submitted to State Project Director, Odisha Adarsha Vidyalaya Sangathan, Bhubaneswar for favour of kind information.

  
District Education Officer  
Ganjam, Berhampur



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Order No. 16572

Date. 06-11-2018

**Instruction to the applicants**

1. This advertisement is issued to fill up the posts of Girls Hostels of the Odisha Adarsha Vidyalayas for smooth running of the hostels 2018-19 pursuant to the guidelines issued vide OAV letter No.2303/ OAVS/17 dated 25.09.2017 and letter No.2517 dated.30.10.2018. As per the guidelines communicated in letter dated 25.09.2017, applications are invited from eligible candidates for the following posts for engagement in different categories of vacancy post in **Girls Hostels** of the Odisha Adarsha Vidyalayas in **Beguniapada, Chikiti, Dharakote, Digapahandi, Hinjilicut, Kabisuryanagar, Kukudakhandi, Patrapur, Purushottampur, Rangailunda, Sanakhemundi and Sheragada blocks** of Ganjam District to start functioning in 2018-19. Posts will be filled up by the eligible candidate through a selection process headed by the Collector-cum-Chairman, OAVs, Ganjam on merit basis / experience basis & interview as indicated against the posts.
2. Type of engagement :- contractual
3. Duration of the engagement- For one year
4. On expiry of one year period of contractual engagement the fresh contractual engagement shall be made with a gap of at least one working day basing on the satisfactory performance of the employee.

Educational Qualification/Selection Criteria for different posts in each Girls Hostels of Odisha Adarsha Vidyalayas Ganjam-2017-18						
Sl No	Name of the Post	No. of Post	Gender / Age as on 06.11.2018	Educational Qualification	Consolidated monthly remuneration	Remarks
1	Warden	1	Female 40 to 60 Year	Graduate	Rs.5000/-	<ol style="list-style-type: none"><li>1. Candidates from the same block where Girls Hostel of OAV is located will be preferred. In case of non-availability of eligible candidates, candidates from other blocks of this district will be considered.</li><li>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 honorarium of Rs.3000/- in addition to her salary. But she must have to stay in the hostel even during the night hours.</li><li>3. Retired lady teacher, if willing &amp; physically &amp; mentally sound within the age limit of 62 years as on the date of the engagement may be engaged as warden.</li><li>4. Preference shall be given to the experienced, widows &amp; destitute.</li><li>5. Experience: At least 02 years in hostel management.</li></ol>

2	Head Cook	1	Female 21 to 35 Year	Persons having cooking experience. Higher qualification is no bar.	Rs.3000/-	<ol style="list-style-type: none"> <li>1. If somebody is trained in cookery, she will be given preference &amp; due weightage.</li> <li>2. The candidate should herself be perfectly hygienic in her dresses, cooking habits etc.</li> <li>3. The committee may conduct physical cooking of some items &amp; evaluate the deliciousness/ consumption of time for preparation if the dishes/ hygienic condition of cooking &amp; select the best.</li> <li>4. Well conversant to use LPG.</li> <li>5. Preference shall be given to local candidate, where Girls Hostel of OAV is located. If candidates are not available in that locality, then block will be taken as a unit.</li> </ol>
3	Assistant Cook	2	Female 21 to 32 Year	Persons having cooking experience. Higher qualification is no bar.	Rs.2500/-	<ol style="list-style-type: none"> <li>1. Familiar with use of LPG.</li> <li>2. The candidate should herself be perfectly hygienic in her dresses, cooking habits etc.</li> <li>3. Preference shall be given to local candidate, where Girls Hostel of OAV is located. If candidates are not available in that locality, then block will be taken as a unit.</li> </ol>

**. Documents to be attached (Self-attested Xerox copy only)**

- (a) Three copies of recent colored passport size photograph,
- (b) Voter ID/ PAN Card/ Aadhaar Card/ Any other authenticated ID Proof
- (c) Matric Certificate & Mark Sheet,
- (d) Intermediate (+2/12th) Certificate & Mark Sheet,
- (e) Graduation (+3/BA/B.Com/B.Sc) Certificate & Mark Sheet,
- (f) B.Ed. Certificate & Mark Sheet (if available)
- (g) Residential/Nativity Certificate by the competent authority,
- (h) Any authenticated age proof certificate (for Head cook & Asst. Cook only).
- (i) Experience certificate .

The application form completed in all respect along with relevant enclosure may be submitted to the District Education Officer, Ganjam, Giri Road, Berhampur, Pin-760005 in a closed envelop super scribed "Application for the post ..... for the Girls Hostel ..... of .....block" through Registered / Speed post only.

The last date of receiving application forms is 24.11.2018. Applications received after due date shall not be entertained.

  
 District Education Officer,  
 Ganjam, Berhampur

**APPLICATION FOR ENGAGEMENT IN GIRLS HOSTEL OF .....**

Affix attested  
copy of passport  
size  
**PHOTOGRAPH**

Application for the post of .....

1. Name in full ( in Block letter ) : .....

2. Father's / Husband's Name : .....

3. Permanent Address : .....  
.....  
.....

PIN-.....

4. Address for communication : .....  
.....  
.....

PIN-.....

5. Contact No. : .....

6. E-mail ID : .....

7. Gender : Male / Female

8. Marital Status : Married / Unmarried

9. Date of Birth : .....

10. Age as on .11.2018 : .....

11. Educational Qualification :

Examination Passed	Institution/ University	Total Marks	Marks secured	Marks secured (Excluding Extra Optional)	% of Marks / Division / Class	Year of Passing	Remarks
HSC/ Matric							
+2/Intermediate (Arts / Science / Commerce)							
+3/Graduation (Arts / Science / Commerce)							
B.Ed.							
Others ( if any )							

12. Experiences :

13. Documents to be attached (Self-attested Xerox copy only)

- Three copies of recent colored passport size photograph,
- Voter ID/ PAN Card/ Aadhaar Card/ Any other authenticated ID Proof
- Matric Certificate & Mark Sheet,
- Intermediate (+2/12<sup>th</sup>) Certificate & Mark Sheet,
- Graduation (+3/BA/B.Com/B.Sc) Certificate & Mark Sheet,
- B.Ed. Certificate & Mark Sheet, (if available)
- Residential/Nativity Certificate by the competent authority,
- Any authenticated age proof certificate (for Head cook & Asst. Cook only)

**DECLARATION:**

I do hereby declare that all statements made above are true, complete and correct to the best of my knowledge and belief. I also do hereby declare that my candidature is liable to be cancelled, if it is found subsequently that the information along with documents submitted by me are false and fabricated.

Place:

Date :

Full Signature of the Candidate.

**GIRLS HOSTEL WISE & POST WISE VACANCY POSITION  
DISTRICT EDUCATION OFFICE, GANJAM**

Sl No.	Name of the Block	Name of the Girls Hostel of OAV	Warden	Head Cook	Asst. Cook
1	Beguniapada	Rajapur	10	0	0
2	Chikiti	Pitatali		0	0
3	Dharakote	Kusaguma		0	0
4	Digapahandi	Sidheswar		0	2
5	Hinjilicut	Sasanaambagam		1	2
6	Kabisuryanagar	Kabisuryanagar		1	2
7	Kukudakhandi	Kusumi		0	0
8	Purushottampur	Bhatakumarada		1	2
9	Sanakhemundi	Chanameri		0	1
10	Sheragada	Pakidihill		0	2
11	Rangailunda	Karapalli		0	1
12	Patrapur	Badapur		0	0
<b>TOTAL</b>			<b>10</b>	<b>3</b>	<b>12</b>