



# ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ

## ODISHA ADARSHA VIDYALAYA



KUSUMI, BLOCK: KUKUDAKHANDI, DIST: GANJAM, ODISHA

Via:- Golanthara, PO:- Sihala, PIN: 761008 Mob:- 9853943205 E-Mail:- oav.kusumi@gmail.com

(UNDER DEPARTMENT OF S & ME, GOVT. OF ODISHA)

AFFILIATED TO CBSE, NEW DELHI. AFFILIATION NO. 1520085, SCHOOL NO. 53293, UDISE CODE: 21191501103

Order No: 462 /OAV Kusumi

Date: 30/09/2019

### Instruction to the applicants

1. This advertisement is issued to fill up the post of Girls Hostel of the Odisha Adarsha Vidyalaya Kusumi, Kukudakhundi for smooth running of the hostel 2019-20. Post will be filled up by the eligible candidate through a selection process by the Principal, OAV, Kusumi, Kukudakhundi, Ganjam on merit / experience basis & interview.
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 the post of Asst. Cook in Girls Hostels of Odisha Adarsha Vidyalaya Kusumi, Kukudakhundi Ganjam-2019-20

Sl No	Name of the Post	No. of Post	Gender / Age as on 01.10.2019	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 <b>Girls Hostel of OAV</b> 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	Asst. 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 photocopy only)**

- (a) Three copies of recent colored passport size photograph,
- (b) Voter ID/ PAN Card/ Aadhaar Card/ Any other authenticated ID Proof
- (c) Mark Sheets/ Certificates.
- (g) Residential/Nativity Certificate by the competent authority,
- (h) Any authenticated age proof certificate.
- (i) Experience certificate.

The application form completed in all respect along with relevant enclosure may be submitted to the Principal, OAV Kusumi, PO- Sihala, Via- Golanthara, Block-Kukudakhandi, Dist- Ganjam Pin-761008 in a closed envelop super scribed "**Application for the post of Warden / Asst. Cook for the Girls Hostel OAV Kusumi of Kukudakhandi block**" through **Registered / Speed post** only.

The Application form will be downloaded from the district website i.e **WWW.GANJAM.NIC.IN**

**The last date of receiving application forms is 16.10.2019 Applications received after due date shall not be entertained.**

Sd/-

**Principal, OAV Kusumi  
Kukudakhandi, Ganjam**

**APPLICATION FOR ENGAGEMENT IN GIRLS HOSTEL OF OAV KUSUMI, KUKUDAKHANDI**

Affix attested  
copy of passport  
size  
**PHOTOGRAPH**

**Application for the post of : WARDEN / ASST. COOK**

- 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** : .....  
.....  
**(In Words)**
- 10. **Age as on 01.08.2019** : .....

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 )							
Others ( if any )							

12. Experiences :

13. 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) Mark Sheets/ Certificates.
- (g) Residential/Nativity Certificate by the competent authority,
- (h) Any authenticated age proof certificate.
- (i) Experience certificate

**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.