



**OFFICE OF THE PRINCIPAL
ODISHA ADARSHA VIDYALAYA, TIMANPUR
BLOCK-SINAPALI, DIST-NUAPADA**

(Under the dept. of S&ME, Govt. of Odisha)



Affiliated to CBSE, New Delhi, and Affiliation No: 1520032, School Code: 17198, UDISE No: 21250512204
Contact No: +91-9777167824, E-Mail: sinapali@oav.edu.in

Letter No.: OAVT/25/566

Date : 01-09-2025

**NOTICE FOR ENGAGEMENT OF SUPPORT STAFF FOR BOYS'
HOSTEL, OAV TIMANPUR**

Applications are invited from eligible Male candidates for engagement of support staff on purely temporary / contractual basis for the 100-Bedded Boys' Hostel of OAV Timanpur under Sinapali Block, Nuapada District.

Sl. No.	Name of the Post	Nos. of Vacancy	Education Qualification	Age Limit	Remuneration per Month
01	Warden	01	B.A. / B.Sc. from any recognized university	30 yrs to 60 yrs	Rs.21,175.00
02	Head Cook	01	-	30 yrs to 40 yrs	Rs.9,000.00
03	Assistant Cook	02	-	21 yrs to 32 yrs	Rs.6,750.00
04	Chowkidar	01	HSC Passed	21 yrs to 32 yrs	Rs.7,500.00

NB : Remuneration included with EPF share of both Employee & Employer.

ELIGIBILITY & CONDITIONS :

- The engagement is purely temporary and will not confer any right for regular appointment.
- Applicant must be a resident of the concerned block / district.
- Candidate must be physically and mentally fit.
- Experience in hostel management / cooking / security duty will be given preference.

HOW TO APPLY :

- Interested candidates may download the prescribed application form along with guidelines from the district website : **nuapada.odisha.gov.in** or application form may be obtained from Office of the Principal, OAV, Timanpur.

- The filled-in application form, along with self-attested photocopies of all relevant documents (educational qualification, age proof, residence and experience certificates), must be submitted in a sealed envelope superscribed “APPLICATION FOR ENGAGEMENT OF SUPPORT STAFF FOR BOYS’ HOSTEL, OAV TIMANPUR”.
- Submission of Application Form : **01-09-2025 to 20-09-2025**

Address for Submission :

The Principal,
Odisha Adarsha Vidyalaya,
Timanpur, Block-Sinapali,
Dist-Nuapada, Odisha-766108

Mode of Submission:

Through Speed Post / Registered Post **or** by hand to the Office of the Principal, OAV Timanpur.

- **NOTE:** Incomplete applications or applications received after the last date will be summarily rejected. The authority reserves the right to cancel the engagement process at any stage without assigning any reason.

Principal
Odisha Adarsha Vidyalaya
Timanpur
01/09/2025

Memo No. OAVT/25/567

Date : 01-09-2025

Copy submitted to the Nodal Principal of Nuapada District, OAV, Negipali for favour of kind information and necessary action.

Principal
Odisha Adarsha Vidyalaya
Timanpur
01/09/2025

Memo No. OAVT/25/568

Date : 01-09-2025

Copy submitted to the District Education Officer, Nuapada for favour of kind information and necessary action.

Principal
Odisha Adarsha Vidyalaya
Timanpur
01/09/2025

Memo No. OAVT/25/569

Date : 01-09-2025

Copy submitted to the District Welfare Officer, Nuapada for favour of kind information and necessary action.

Principal
Odisha Adarsha Vidyalaya
Timanpur
01/09/2025

Memo No. OAVT/25/570

Date : 01-09-2025

Copy submitted to the PA to the Collector, Nuapada cum Chairman, OAV, Timanpur for kind information of the Esteemed Collector, Nuapada cum Chairman, OAV, Timanpur.

Principal
Odisha Adarsha Vidyalaya
Timanpur
01/09/2025

Memo No. OAVT/25/571

Date : 01-09-2025

Copy submitted to the PA to the State Project Director, OAVS, Bhubaneswar for kind information of the Esteemed State Project Director, OAVS, Bhubaneswar.

Principal
Odisha Adarsha Vidyalaya
Timanpur
01/09/2025



**APPLICATION FORM FOR ENGAGEMENT OF SUPPORT STAFF
FOR 100-BEDDED BOYS' HOSTEL, OAV TIMANPUR
BLOCK- SINAPALI, DIST.-NUAPADA (ODISHA)**

1. Post Applied For (Tick any one):

☐ Warden ☐ Head Cook ☐ Assistant Cook ☐ Chowkidar

2. Personal Details:

Full Name (in Block Letters)		Recent Passport Size Photograph
Father's / Husband's Name		
Date of Birth (DD/MM/YYYY)		
Age as on 01-09-2025	____ Years ____ Months ____ Days	
Gender	Male Only	
Category (SC/ST/OBC/General)		
Permanent Address (with PIN Code)		

Mobile No.	
Email ID	

3. Educational Qualification:

Examination Passed	Board / University	Year of Passing	Total Marks	Marks Obtained	Percentage %	Div.

4. Work Experience (if any):

5. Declaration:

I hereby declare that the information provided above is true and correct to the best of my knowledge and belief. I understand that if any information is found to be false, my application is liable to be rejected.

Place : _____

Date : _____

Signature of Applicant

CHECK LIST

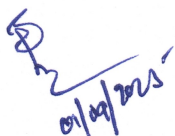
Sl. No.	Name of the Relevant Document(s) / Certificate(s)	Submitted (Yes / No)
01		
02		
03		
04		
05		
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07		
08		
09		
10		



GUIDELINES AND INSTRUCTIONS

The engagement of Support Staff (Warden, Head Cook, Assistant Cook, Chowkidar) for the 100-Bedded Boys' Hostel at OAV Timanpur will be made purely on contractual / temporary basis as per the following terms and conditions:

1. The engagement is purely temporary and does not confer any right for regular appointment.
2. The applicant must be a resident of the concerned block / district.
3. Age limit : As prescribed by the OAVS guidelines for hostel staff engagement.
4. The candidate should be physically and mentally fit for duty.
5. Educational Qualification : Minimum qualification as per the respective post.
6. Experience in hostel management /cooking / security duty will be preferred.
7. Honorarium will be paid as per the prescribed norms of OAVS / Samagra Shiksha.
8. The engagement may be terminated at any time if performance is found unsatisfactory or services are no longer required.
9. Selected candidates must produce original certificates / documents for verification at the time of joining.
10. Any canvassing or suppression of facts will lead to cancellation of candidature.


01/04/2025