



OFFICE OF THE PRINCIPAL

ODISHA ADARSHA VIDYALAYA, PARMANPUR, MANESWAR

At:-Nuamunda Po:-Parmanpur,Block-Maneswar,Dist:-Sambalpur,Odisha,768200

Affiliation No-1520411 School Code-17513,Affiliation to CBSE, Newdelhi

(Dept. Of S & ME,Govt.Of Odisha)

UDISE Code-21030608778

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ADVERTISEMENT FOR CONTRACTUAL ENGAGEMENT IN DIFFERENT POST IN GIRL'S HOSTEL OF ODISHA ADARSHA VIDYALAYA, PARMANPUR, MANESWAR BLOCK, SAMBALPUR DISTRICT.


Applications are invited from eligible candidates(Female candidates for warden & Cooks ,Male candidate for Chowkidar-cum-Sweeper) for filling up following different support staff of Girl's Hostel Odisha Adarsha Vidyalaya,Parmanpur,Maneswar Block,Sambalpur for the session 2025-26.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.21175.00
02	Head Cook	01	Trained in Cookery	30-40 Yrs	Rs.9000.00
03	Asst. Cook	02	Experience in Cooking	21-32 Yrs	Rs.6750.00
04	Chowkidar-cum-Sweeper	01	HSC Pass	21-32 Yrs	Rs.7500.00

Application form and other details can be downloaded from the District website (<https://sambalpur.odisha.gov.in/>). Interested candidates fulfilling the eligibility criteria may apply to the undersign by Speed post or Registered Post only to the **Principal, Odisha Adarsha Vidyalaya ,Parmanpur,Sambalpur , At/Po-Parmanpur,Ps-Sason,Dist-Sambalpur, Pin-768200,Odisha on or before dt:19.12.2025** . The incomplete application 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


Principal

OAV PARMANPUR, MANESWAR

SAMBALPUR
PRINCIPAL

Odisha Adarsha Vidyalaya
Parmanpur, Maneswar, Sambalpur

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

1. Warden: (One)

- Female candidate only.
- Qualification: B.A/B.Sc from any recognized University.
- 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 her duties, she may be paid monthly remuneration of Rs. 3000/- in addition to her own salary. But 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)

- Female candidate only.
- 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, she will be given preference & due weightage.
- Cook herself 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.

4. Assistant Cook (Two)

- Female candidate only.
- 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.

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 basing upon the satisfactory performance of the employee.

Process of engagement:

- Preference shall be given to the local candidates

