



OFFICE OF THE PRINCIPAL

ODISHA ADARSHA VIDYALAYA, SANJAYDHANPOSI

P.O.- Badampahar, Block.- Kusumi, Dist.- Mayurbhanj (Odisha), Pin-757047

(A CBSE Affiliated English medium School under School & Mass Education Dept., Govt. of Odisha)

Affiliation No: 1520146, School Code : 17232 , UDISE -21071502401

School E-mail: oav.kusumi.mayurbhanj@gmail.com , kusumi@oav.edu.in



Ref. No. 1676

Date: 06.01.2026

ADVERTISEMENT

Applications are invited from the desiring candidates in the prescribed Proforma for engagement of support staff for Boys' Hostel at **Odisha Adarsha Vidyalaya, Sanjaydhanposi, Kusumi, Mayurbhanj** for the vacancies as appended through **Speed / Registered** post only.

Sl No.	Name of the Support Staff	Number of Support Staff	
		Boy's Hostel	Total
1	Warden	01	01
2	Chowkidar-cum-Sweeper	01	01
3	Head Cook	01	01
4	Assistant Cook	02	02
Total		05	05

DETAILS OF ELIGIBILITY

1. Warden:

Educational qualification: B.A. / B.Sc. from recognised university.

Age: 30 to 60 years as on the date of advertisement.

Experience: At least two years in hostel management.

Remuneration: Rs 21,175/- per month (including EPF share of Employee & Employer).

Other requirements:

- Only male candidates can apply for the post.
- Preference will be given to the Local Candidates preferably from the block area. If not available, then from other adjacent block of the Mayurbhanj district.
- Retried Teachers if willing and physically & mentally sound within the age limit of 62 years as on the date of engagement may apply for the post.
- Must be in position to stay in the hostel 24×7.

2. Chowkidar-cum-Sweeper:

Educational qualification: Must have passed HSC Examination from recognised board.

Age: 21 to 30 years as on the date of advertisement.

Remuneration: Rs 7500/- per month (including EPF share of Employee & Employer).

Other requirements:

- Only male candidates can apply for the post.

- (b) Preference will be given to the Local Candidates preferably from the block area. If not available, then from other adjacent block of the Mayurbhanj district

3. Head Cook:

Age: 30 to 40 years as on the date of advertisement.

Remuneration: Rs 9000/- per month (including EPF share of Employee & Employer).

Other requirements:

- (a) Only male candidates can apply for the post.
- (b) Must be in position to stay in the hostel 24×7.
- (c) Must be well conversant to use LPG.
- (d) Must have perfect hygienic in dresses while cooking and must have good cooking habits.
- (e) Preference & due weightage will be given to individual trained in cookery.
- (f) Ability to cook any dishes on time with due care towards hygiene and deliciousness.

4. Assistant Cook:

Age: 21 to 32 years as on the date of advertisement.

Remuneration: Rs 6750/- per month (including EPF share of Employee & Employer).

Other requirements:

- (a) Only male candidates can apply for the post.
- (b) Must be in position to stay in the hostel 24×7.
- (c) Must be well conversant to use LPG.
- (d) Must have perfect hygienic in dresses while cooking and must have good cooking habits.
- (e) Preference & due weightage will be given to individual trained in cookery.
- (f) Ability to cook any dishes on time with due care towards hygiene and deliciousness.

DURATION OF THE ENGAGEMENT

On expiry of one year period of engagement, fresh engagement shall be made with a gap at least one working day basing on the satisfactory performance of the employee.

PROCESS OF ENGAGEMENT

- (a) Preference shall be given to local candidates.
- (b) If candidates are not available in that locality, then block will be taken as a unit.
- (c) If still candidates are not available, then the candidates from nearby blocks may be selected for the purpose.
- (d) **No candidates outside of the district should be recruited against the post stated above.**

APPLICATION PROCESS

- (a) Application envelope must be super scribed with “**APPLICATION FOR THE POST OF WARDEN/ CHOWKIDAR-CUM-SWEEPER/HEAD COOK/ ASSISTANT COOK FOR BOYS HOSTEL**”.
(Strike out which is / are not applicable).
- (b) Filled in application with all documents must be sent to **PRINCIPAL ODISHA ADARSHA VIDYALAYA, AT- SANJAYDHANPOSI, PO – BADAMPAHAR, VIA - BADAMPAHAR, DIST- MAYURBHANJ, PIN – 757047, ODISHA** through **Speed / Registered** post only.
- (c) Last date of receiving application is **22.01.2026** by **5 PM** through Speed / Registered post.

- (d) The application(s) received after due date shall be summarily rejected.
- (e) The authority will not be responsible for any postal delay.
- (f) The authority reserves the right to cancel the advertisement either partly or fully and any application or applications without assigning any reason thereof.
- (g) For more details, contact to Vidyalaya Office from 10 am to 4 pm in all working days.
