



**ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ**  
**ODISHA ADARSHA VIDYALAYA SAHARPADA**

AT/PO: Saharpada, Block: Saharpada, District: Keonjhar  
PIN: 758016, UDISE: 21061211474, School No: 17187  
✉: oavsaharpada@gmail.com, CBSE Aff. No: 1520068



## ADVERTISEMENT

Advertisement No. **OAVSAH/01/2026**

Date: **29/01/2026**

Applications are hereby invited from the deserving candidates for the different supporting staff for Boy's Hostel at Odisha Adarsha Vidyalaya, Saharpada, Keonjhar as per the vacancies mentioned below in the table.

### Details

Sl No	Name of the Post	No. of Post	Gender	Age (as on date of advertisement)	Remuneration Per Month (In Rs.)
1	Head Cook	01	Male	30-40 yrs.	9000/-
2	Assistant Cook	02	Male	21-32 yrs.	6750/-

Application form and other details can be downloaded from the website (<https://kendujhar.odisha.gov.in/>). Interested candidates fulfilling the eligibility criteria mentioned above may apply by registered/speed post or personally by hand in the office of the Principal, Odisha Adarsha Vidyalaya, Saharpada, Keonjhar by latest **12.02.2026**. The incomplete application forms and forms received after due date shall be summarily rejected. The authority will not be responsible for any postal delay. Further the authorities reserves the right to cancel any or all of the application without assigning any reason thereof.

By the Order of  
Collector-cum-Chairman, OAVs, Keonjhar

*[Signature]*  
Principal 29.01.26  
OAV Saharpada, Keonjhar  
Odisha Adarsha Vidyalaya  
Saharpada, Keonjhar

## **GUIDELINES FOR ENGAGEMENT OF HEAD COOK AND ASSISTANT COOK FOR BOY'S HOSTEL OF ODISHA ADARSHA VIDYALAYA, SAHARPADA, KEONJHAR**

The candidates are advised to go through the eligibility criteria for the following support staff in the Boys Hostels of the Odisha Adarsha Vidyalaya, Saharpada, Keonjhar and they may go for offline application after being satisfied that he is eligible for the posts as per stipulated eligibility criteria.

### **1. Head Cook:**

- (a) For Boys' Hostel Head Cook should be Male.
- (b) He has to stay in the hostel 24X7.
- (c) Remuneration: Rs.9,000/-per month (including EPF share of employee & Employer)
- (d) Age: 30 to 40 years as on the date of advertisement.
- (e) If somebody is trained in cookery, he will be given preference & due weightage.
- (f) Cook himself be perfectly hygienic in his dresses, cooking habits etc.
- (g) The committee staff conduct physical cooking of some items & evaluate the deliciousness/consumption of time preparation if the dishes/ hygienic condition of cooking & select the best.
- (h) The cook must be well conversant to use LPG.

### **2. Assistant Cook:**

- (a) For Boys' Hostel Assistant Cook should be Male.
- (b) He has to stay in the hostel 24X7.
- (c) Remuneration: Rs.6,750/-per month (including EPF share of employee & Employer)
- (d) Age: 21 to 32 years as on the date of advertisement.
- (e) Maximum 02 number of Assistant Cooks can be engaged in one Hostel.
- (f) Having experience in cooking and other characteristics as specified above in 1.

### **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 on the satisfactory performance of the employee.

### **Process of Engagement:**

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

**APPLICATION FOR THE POST OF HEAD COOK / ASST. COOK IN BOYS' HOSTEL OF**  
**ODISHA ADARSHA VIDYALYA, SAHARPADA, KEONJHAR**

**Fill the application form in block letter**

1. Post Applied for	:				
2. Name of the Applicant	:				
3. Father's Name	:				
4. Permanent Address:					
House/Plot No	:				
Name of the Village	:				
Name of the G.P.	:				
Name of the Block	:				
Name of the Police Station	:				
Name of the Dist.	:				
Pin Code	:				
5. Present Address	:				
House/Plot No	:				
Name of the Village	:				
Name of the G.P.	:				
Name of the Block	:				
Name of the Police Station	:				
Name of the Dist.	:				
Pin Code	:				
6. Date of Birth	:		DD/MM/YYYY		
In Words	:				
Age as on the date of Advertisement:			Years	Months	Days
7. Aadhar Card No	:				
8. Category applied under	:		UR/SEBC/SC/ST		
9. Gender	:				
10. Marital Status	:				

Fix a passport  
size  
photographs



11. Experience if any :

12. Education Qualification :

Sl No	Exam Passed	Board/University	Year of Passing	Full Marks	Marks Obtained	Percentage

13. Contact No :

14. E-mail Id :

(Attach authentic document)

15. Copy of certificate to be enclosed (Self-Attested) (Please tick the certificate which is enclosed)

- HSC Certificate & Mark Sheet
- +2 Certificate & Mark Sheet
- Caste Certificate
- Aadhar Card
- Residence Certificate
- Certificate of Experience in Hostel Management
- Self-Attested passport size photographs

**DECLARATION:**

- I do hereby declare that I have gone through the advertisement properly and I am eligible for the post. I am fully aware of the terms and conditions of recruitment and agree to abide them.
- The above information furnished by me is true to the best of my knowledge and belief. If at any stage any information furnished by me found to be false then my candidature may canceled/ rejected without assigning and reason thereof.

Date:

Place:

Full Signature of the Applicant