



## OFFICE OF THE PRINCIPAL

ODISHA ADARSHA VIDYALA TALACHAMPEI, BANSPAL BLOCK, DIST-KEONJHAR,

ODISHA-758018

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

AFFILIATED TO CBSE, NEW DELHI, Affiliation No-1520039, School No-17194

Email Id: banspal@oav.edu.in, Ph. No – 8093465185



Letter no. OAV/BAN/70/2026 Date 07-02-2026

To

The District Governance Manager  
National Information Centre, Keonjhar.

Sub- Request for publication of advertisement for the post of different supporting staff (Head Cook and Assistant Cook) for Boy's Hostel Odisha Adarsha Vidyalaya Talachampey Banspal Keonjhar in District web portal of keonjhar for wider circulation.

Sir,

In inviting a reference to the subject cited above, I would like to request you to publish an advertisement for the post of different supporting staffs (Head Cook and Assistant Cook) for Boy's Hostel of Odisha Adarsha Vidyalaya Talachampey in District web portal of keonjhar for wider circulation. I herewith attached the same for your kind perusal and necessary action.

This is for your kind information and necessary action.

Yours faithfully

  
Principal

OAV Talachampey, Banspal, Keonjhar,  
Odisha Adarsha Vidyalaya  
Talachampey, Banspal  
Dist-Keonjhar

Memo no. 71 Date 07-02-2026

- Copy submitted to BEO, Banspal for favour of kind information.
- Copy submitted to DEO, Keonjhar for favour of kind information.
- Copy submitted to Sub-Collector, Keonjhar for favour of kind information.
- Copy submitted to the Collector-cum-Chairman OAVS, Keonjhar for favour of kind information.
- Copy submitted to the State Project Director, OAVS Bhubaneswar for favour of kind information.

  
Principal

OAV Talachampey, Banspal, Keonjhar  
Odisha Adarsha Vidyalaya  
Talachampey, Banspal  
Dist-Keonjhar





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## **ADVERTISEMENT**

Advertisement No. OAVBAN/01/2026

Date:07-02-2026

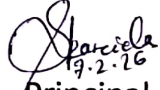
Applications are hereby invited from the deserving candidates for the different supporting staff for Boy's Hostel at Odisha Adarsha Vidyalaya, Talachampe, Banspal, Keonjhar as per the vacancies mentioned below in the table.

### Details

SL NO	NAME OF THE POST	NO OF POST	GENDER	Age (as on date of advertisement)	Remuneration per month (in Rs.)
01	Head Cook	01	Male	30-40 yrs.	9,000/-
02	Assistant Cook	01	Male	21-32 yrs.	6,750/-

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 only to the office of the Principal, Odisha Adarsha Vidyalaya, Talachampe, Banspal, Keonjhar by latest 21.02. 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

  
Principal  
PRINCIPAL  
OAV Talachampe, Banspal, Keonjhar  
Odisha Adarsha Vidyalaya  
Talachampe, Banspal  
Dist-Keonjhar



**GUIDELINES FOR ENGAGEMENT OF HEAD COOK AND ASSISTANT COOK FOR  
BOYS' HOSTEL OF ODISHA ADARSHA VIDYALAYA, TALACHAMPEI, BANSPAL,  
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, Talachampe, Banspal, 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, TALACHAMPEI, BANSPAL, 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 be canceled/ rejected without assigning any reason thereof.

Date:

Place:

Full Signature of the Applicant

