



OFFICE OF THE PRINCIPAL
ODISHA ADARSHA VIDYALAYA, JAHARITOLI
NUAGAON , SUNDARGARH, ODISHA - 770035
Email ✉- nuagaon@oav.edu.in
UDISE CODE- 21051304602, CBSE AFFILIATION NO-
1520172, SCHOOL NO- 17258, ESTD- 2017



Letter No. 222/OAVJAH/26

Date: 26.05.26

To,

The District e Governance Manager (DeGM),

Collectorate, Sundargarh

Sub: To publish the given advertisement on Dt 26.05.2026 in district website- reg

Sir,

Please find herewith the enclosed copy of advertisement material regarding invitation of application for the engagement of one assistant cook post , from Dt. 27.05.26 to 10.06.26 and Interview cum cooking skill test of applicants will be held at school on 19.06.26. This post is for Boys hostel OAV Jaharitoli which is purely a contractual post.

I request you to kindly web hoist the said advertisement by 26.05.26 positively in the district website www.sundargarh.odisha.gov.in for information of all concerned. Hope for your kind cooperation.

This is for your information and necessary action.

Encl : As above

Yours faithfully,


Principal

Odisha Adarsha Vidyalaya
Jaharitoli, Nuagaon Block
Dist-Sundargarh

Memo No. 223/OAVJAH/26 Date: 26.05.26

Copy submitted to Chief Exexutive Officer,DMF Sundargarh for information/ PA to Collector, Sundargarh/
DEO Sundargarh / BDO Nuagaon for information


Principal

Odisha Adarsha Vidyalaya
Jaharitoli, Nuagaon Block
Dist-Sundargarh

ADVERTISEMENT FOR ENGAGEMENT OF ASSISTANT COOK

IN BOYS' HOSTELS OF OAV JAHARITOLI, BLOCK-NUAGAON

1. Applications are invited from **eligible male candidates only** for filling up one assistant cook for Boys' hostel (Non-KGBV) of Odisha Adarsha Vidyalaya Jaharitoli, Nuagaon, District- Sundargarh for the session 2026-27. This engagement is purely contractual and temporary in nature with consolidated remuneration (including EPF Share of employee & Employer) per month. 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. 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 posts stated below.**

2. Details of the post & eligibility criteria for Boys' Hostel

Sl. No.	Name of the post	No. post	Gender	Essential Qualification	Age (as on 26.05.2026)	Remuneration Per month (including EPF share of employee & Employer)
1	Assistant Cook	1	Male Candidates Only	Experience in cooking	21-32 years	Rs. 6,750.00/-

4. The application form completed in all respect along with relevant enclosure may be submitted to the **PRINCIPAL OAV JAHARITOLI, NUAGAON, SUNDARGARH AT-JAHARITOLI, P.O-PURUNAPANI, BLOCK-NUAGAON, DISTRICT-SUNDARGARH, PIN-770011** by Speed post or Registered post only in a closed envelop super scribed with "**Application for the post of ASSISTANT COOK FOR BOYS' HOSTEL**" on or before 10.06.2026. Application form and other details can be downloaded from the district website (<http://sundargarh.odisha.gov.in>).

5. **The last date of receiving application form is 10.06.2026.** Applications received after the due date shall not be entertained.

6. Don't submit the application forms by hand in the Vidyalaya office or via mail.

7. All the candidates those who have applied for **Assistant cook post have to attend the document verification & Physical cooking skill test on 19.06.2026 (Friday) at 10:30AM to onwards which will be held at OAV Jaharitoli. Candidates have to bring their own gas stove, utensils, raw food materials etc (to prepare Dalma and Suji upma for 02 person). School will not provide any substances.**

8. No TA/DA will be provided to any of the candidate from school to attend document verification & physical cooking skill test.

9. The selection committee reserve the right to reject any one or all applications without assigning any reason thereof.

10. Documents to be attached along with application form:

- (a) Duly filled of hostel application form.**
- (b) Self-attested Xerox copy of all the educational certificates & mark sheets.**
- (c) Self-attested Xerox copy of Aadhaar card/PAN card/Any other authenticated ID proof.**
- (d) Self-attested Xerox copy of Resident Certificate issued by the competent authority.**
- (e) Any authenticated age proof certificate .**
- (f) Experience certificate (if any).**
- (g) Two (02) nos. of recent passport sized colour photo of the candidate.**
- (h) Character certificate from local police station**

By the order of Block Development Officer , Nuagaon

GUIDELINES FOR ENGAGEMENT OF SUPPORT STAFF FOR THE HOSTEL

The following support staff will be engaged in the Boys' Hostels of the Odisha Adarsha Vidyalaya Jaharitoli for smooth running of the hostels.

1.Assistant Cook (One post)

- Only **Male candidates** for Boys' hostel.
- He has to stay in the hostel 24 X 7.
- Remuneration: Rs. 6750/- per month (including EPF share of Employee & Employer)
- Age: 21 to 32 years as on the date of advertisement.
- If somebody is trained in cookery, he will be given preference & due weightage.
- Cook himself 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.

APPLICATION FORM

(FOR ENGAGEMENT OF SUPPORT STAFF IN HOSTELS OF OAV JAHARITOLI ,NUAGAON)

Application for the Post of Assistant Cook

Applied for Hostel (Boys' Hostel): _____



1. Name in Full (In Block Letter):_

2. Father's Name :_____

3. Permanent Address :_____

PIN__

4. Address for Communication :_____

PIN_____

5. Contact Number :_____

6. E-Mail ID :_____

7. Gender :_____

8. Marital Status :_____

9. Date of Birth :_____

10. Age as on 20.05.2026 :_____

11. Educational Qualification :

Examination Passed	Institution/ University	Year of Passing	Total Marks (Excluding Optional)	Marks Secured (Including Extra Optional)	Percentage of Obtained Marks	Remarks
HSC/Matric						
+2/ Intermediate						
Others (If Any)						

12. Work Experience (If any):

Sl.	Nature of Work	Name of the Organization	Type of Organization (Govt./Pvt./Project/NGO)	Completed Years

13. Put tick mark- document attached along with application form:

- (a) Duly filled of hostel application form.
- (b) Self-attested Xerox copy of all the educational certificates & mark sheets.
- (c) Self-attested Xerox copy of Aadhaar card/PAN card/Any other authenticated ID proof.
- (d) Self-attested Xerox copy of Resident Certificate issued by the competent authority.
- (e) Any authenticated age proof certificate .
- (f) Experience certificate as applicable.
- (g) Two (02) nos. of recent passport sized colour photo of the candidate.
- (h) Character certificate from local police station

14. DECLARATION

I do hereby declare that all statement made above are true, complete and correct to the best of my knowledge and belief. I also declare that my candidature is liable to be cancelled, if it is found subsequently that the information along with document submitted by me are false and fabricated.

Date:

Place: Full signature of the Candidate