



OFFICE OF THE PRINCIPAL
ODISHA ADARSHA VIDYALAYA, JAHARITOLI
NUAGAON , SUNDARAGADA, ODISHA - 770035
UDISE CODE- 21051304602, CBSE AFFILIATION NO- 1520172, SCHOOL
NO- 17258, ESTD- 2017,



Email ✉- nuagaon@oav.edu.in

Letter No: 285/OAVJAH/26

Date: 07.07.2026

To,
The Dist. e Governance Manager (DeGM)
Collectorate, Sundaragada

Sub: To publish the given advertisement on 07.07.2026 in district website-reg

Sir,

Please find the advertisement enclosed herewith regarding the invitation of application for the Chowkidar-cum-sweeper and Assistant cook post at Boys Hostel OAV Jaharitoli.

Kindly web hoist the said advertisement by 07.07.2026 in the district website
www.sundaragada.odisha.gov.in

This is for your information and necessary action.

Yours Faithfully,

N. D. Raha
07/07/26
Principal

OAV Jaharitoli
Nuagaon, Sundaragada

Memo No. 286/OAVJAH/26

Dt 7.7.2026

Copy submitted to CEO DMF Sundaragada / PA to collector, Sundaragada / DEO Sundaragada / BDO Nuagaon for information.

N. D. Raha
07/7/26
Principal

OAV Jaharitoli
Nuagaon, Sundaragada

ADVERTISEMENT FOR ENGAGEMENT OF SUPPORTING STAFF

IN BOYS' HOSTELS OF OAV JAHARITOLI,BLOCK-NUAGAON

1. Applications are invited from **eligible male candidates only** for filling up one assistant cook and chowkidar-cum-sweeper for Boys' hostel (Non-KGBV) of Odisha Adarsha Vidyalaya Jaharitoli,Nuagaon, District- Sundaragada 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 06.07.2026)	Remuneration Per month (including EPF share of employee & Employer)
1	Assistant Cook	1	Male	Experience in cooking	21-32 years	Rs. 6,750.00/-
2	Chowkidar-cum-sweeper	1	Male	HSC Pass	21-32 years	Rs. 7,500.00/-

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-SUNDARAGADA, PIN-770035** by Speed post or Registered post only in a closed envelop super scribed with **"Application for the post of ASSISTANT COOK FOR BOYS' HOSTEL / CHOWKIDAR-CUM-SWEEPER on or before 20.07.2026.** Application form and other details can be downloaded from the district website (<https://sundaragada.odisha.gov.in>).

5. **The last date of receiving application form is 20.07.2026.** 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 or Chowkidar-cum-sweeper post have to attend the document verification & cooking skill test on 22.07.2026 (Wednesday) 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 for cooking skill test. 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 statio

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. 6,750/- 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.

2.Chowkidar-cum-sweeper (One post)

- Only **Male candidates** for Boys' hostel.
- Age: 21 to 32 years as on the date of advertisement.
- Remuneration: Rs. 7,500/- per month (including EPF share of Employee & Employer)
- Qualification: He must have passed HSC Examination

APPLICATION FORM

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

Applied for Hostel (Boys' Hostel): _____

Affix self-attested
colour passport
size photograph

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. Category: _____

9. Marital Status :_____

10. Date of Birth :_____

11. Age as on 20.05.2026 :_____

12. **Educational Qualification** :

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

13. Work Experience (If any):

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

14. 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

15. 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