

ଜିଲ୍ଲା ଶିକ୍ଷା କାର୍ଯ୍ୟାଳୟ, କେନ୍ଦୁଝର

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NOTIFICATION

No. 10029 /Dt. 24/11/2018

Applications are hereby invited from the deserving candidates for the post of support staffs given below on **contractual** basis at following Girls' Hostel in the premises of **Odisha Adarsha Vidyalaya**.


1. Odisha Adarsha Vidyalaya, Telkoi at Oriya
2. Odisha Adarsha Vidyalaya, Ghatgaon at Tikira
3. Odisha Adarsha Vidyalaya, Joda at Lahanda
4. Odisha Adarsha Vidyalaya, Champua
5. Odisha Adarsha Vidyalaya, Jhumpura at Khendra

DETAILS OF STAFFS FOR EACH OAV

Sl. No	Name of the Post	No. of Post for each OAV	Qualification	Age (as on date of advertisement)	Remuneration Per Month (in ₹)
1	Warden (Female)	01	BA/B.Sc	40-60 Yrs	8060/-


Application form and other details can be downloaded from the website (www.kendujhar.nic.in). Interested candidates fulfilling the eligibility criteria mentioned above may apply personally by hand in the Office of the Principal, Odisha Adarsha Vidyalaya concerned **within 15 days** from the date of publication of the advertisement (during office hours). The incomplete application forms and forms received after due date shall be summarily rejected. The Principal of the concerned OAV reserves the right to cancel any or all of the applications without assigning any reason thereof.

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


District Education Officer,
KEONJHAR

Memo No 10030 / Date 24.11.18

Copy forwarded to the District Informatics Officer, NIC, Keonjhar for information and necessary action. He is requested to display the notification in the District website-www.kendujhar.nic.in for wide circulation.


District Education Officer, Keonjhar


Memo No 10031 / Date 24.11.18

Copy to the advertisement Manager, The Samaj for information and necessary action. He is requested to display the advertisement one time in your esteemed daily newspaper immediately and submit in I & P.R rate for payment.


District Education Officer, Keonjhar.

Memo No 10032 / Date 24.11.18

Copy to the office notice board of District Education Office, Keonjhar and all Principals of OAVs of Keonjhar District for information. The Principals of OAVs are requested to display the advertisement on their notice board for wide circulation.


District Education Officer, Keonjhar.

Application form for the post of Warden (Contractual) in Girls Hostel of OAV

Fill the application Form in Block Letters in own handwriting

1. Post Applied for - WARDEN.
2. Name & Address of the OAV -
- OAV, Telkoi at Oriya
- OAV, Ghatagaon at Tikira
- OAV, Joda at Lahanda
- OAV, Champua
- OAV, Jhumpura at Khendra

Affix the self
attested Passport
size Photo graph
here

Please Tick (✓) where the applicant wants to be engaged.

3. Name of the Applicant

.....

First Name

Middle Name

Last Name

4. Father's/Husband's Name

.....

5. Address

Present Address – AT-..... Po-.....

Block, District.....

Pin Code Cont No

Permanent Address – AT-..... Po-.....

Block, District.....

Pin Code Cont No

6. Aadhar Card No

7. Date of Birth (DD/MM/YYYY)

In Words.....

Age as on the date of advertisement.....Years.....Months.....Days

8. Category: Please tick (✓) whichever is applicable.

GEN SC ST SEBC PH

9. Experience in Hostel Management (Minimum 02 Years and above)-

10. Educational Qualification

Sl No.	Exam Passed	Board/University	Year of passing	Full Marks	Marks obtained	Percentage
1	+HSC					
2	+2					
3	Bachelor Degree					

11. Copy of certificates enclosed (self attested) (Please tick the certificate which is enclosed)

- HSC Certificate and Mark sheet
- +2 Certificate and Mark sheet
- Bachelor Degree Certificate and Mark sheet
- Caste Certificate
- Aadhaar Card
- Resident Certificate
- Certificate of experience in Hostel Management

Declaration

1. I declare that I have gone through the advertisement and I am eligible for the post. I am fully aware of the terms of recruitment and agree to abide by them.
2. 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 is found to be false then my candidature may be cancelled /rejected without any reason thereof.

Date:

Place:.....

Signature of the Applicant

ODISHA ADARSHA VIDYALAYA SANGATHAN

GUIDELINES FOR ENGAGEMENT OF EMPLOYEES IN THE GIRL'S HOSTEL.

The following Employees will be engaged in the Girl's Hostels of the Odisha Adarsha Vidyalayas for smooth running of the hostels.

Warden:-1 (One)

- Qualification – BA/Bsc
 - Age- 40-60 years as on the date of Advertisement
 - Experience- At least 02 years in Hostel management
 - Remuneration- Rs. 8060/- per month.
 - Preference shall be given to the experienced, widows & destitute.
- 1) The preference shall be given to the local candidate preferably from the Block area. If not available, then from the respective District.
 - 2) If any in service lady teacher of OAV is willing to discharge the duties of a Warden in addition to her duties. She may be paid monthly honorarium of Rs. 3000/- in addition to her salary. But she must have stay in the hostel even during the night hours.
 - 3) Retired lady teacher, if willing & physically & mentally sound within the age limit of 62 years as on the date of the engagement may be engaged as Warden.

Duration of the engagement:- **For one year**

Type of the engagement;- **Contractual**

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

How Remuneration will be released: -

After getting the engagement order from the Principal & joining in duty, the remunerations will be released through the school committee after her satisfactory performance. Acquaintance Register will be maintained for the purpose.

Process of Engagement:-

- Advertisement will be published in local dailies.
- Fifteen days time may be given for inviting applications from intending candidates.
- 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 candidates from nearby blocks may be selected for the purpose but no one outside the District should be recruited against the posts stated above.
- Qualification for the different posts may be taken from the above list.