



**ODISHA ADARSHA VIDYALAYA, GHATAGAON**  
(An Autonomous Body Under the Ministry of S & ME, Govt. of Odisha)  
(A CBSE Affiliated Senior Secondary Co-Educational School)



(AT- TIKIRA , PO- DHENKIKOTE , BLOCK – GHATAGAON , DIST- KEONJHAR , ODISHA , 758029)  
U-Dise Code – 21060504203 , CBSE Affiliation No– 1520079 , CBSE School Code – 17132  
E- mail ID – ghatagaon@oav.edu.in , Website – www.oavs.in

Letter No. 268 /

Date 07.04.2026 /

To

The E Governance Manager,  
Keonjhar District.

**Sub- Publication of advertisement for recruitment of Head Cook & Asst. Cook for Boys Hostel  
OAV Tikira,Ghatagaon.**

Madam/Sir,

Enclosing herewith the advertisement for recruitment of Head Cook & Asst. Cook for boys Hostel  
OAV Tikira, Ghatagaon.

I would like to request you to publish the same in the District website: <http://kendujhar.odisha.gov.in> up to  
22.04.2026 for wide circulation.

This is for favour of your kind information & necessary action.

Encl: As Above

Yours faithfully

*[Signature]*  
Principal  
Odisha Adarsha Vidyalaya, Ghatagaon  
TIKIRA, GHATAGAON.

Memo No. 369 / Dt. 07.04.2026 /

Copy submitted to the District Education Officer, Keonjhar & Collector-cum-Chairman, OAVS,  
Keonjhar for favour of kind information & necessary action.

*[Signature]*  
Principal  
Odisha Adarsha Vidyalaya, Ghatagaon  
TIKIRA, GHATAGAON.

Memo No. 370 / Dt. 07.04.2026 /

Copy submitted to the State Project Director, Odisha Adarsha Vidyalaya Sangathan, N-  
1/9,Nayapalli P.O-Sainik School,Bhubaneswar-751005 for favour of his kind information & necessary  
action.

*[Signature]*  
Principal  
Odisha Adarsha Vidyalaya, Ghatagaon  
TIKIRA, GHATAGAON.

## ADVERTISEMENT

Advertisement for Recruitment of Head cook & Assistant cook for Boys' Hostel of OAV Tikira, Ghatagaon.

Applications are invited from deserving candidates for Head Cook & Assistant Cook of Boys Hostel OAV Tikira, Ghatagaon as per the vacancies mention below in the table.

Sl No.	Name of the Post	Qualification	Age	Remuneration	Vacancy for Boys hostel
01	Head Cook		30-40 Yrs	Rs. 9000/-	01
02	Assistant Cook		21-32 Yrs	Rs. 6750/-	02

Application (Bio-Data) and other details can be downloaded from the district web-site (<https://kendujhar.odisha.gov.in/>). Interested candidates fulfilling the eligibility criteria may apply by register post only (DON'T SUBMITT THE APPLICATION FORMS ON HANDS IN THE VIDYALAYA OFFICE OR BY MAIL) to OAV Tikira, Ghatagaon latest date by 22.04.2026.

The incomplete application forms and application received after due date shall be summerly rejected. The authority will not be responsible for any postal delay. Further the authorities reserve the right to cancel any or all the application without any reason their off.

Apply within 08.04.2026 to 22.04.2026.

Sl No.	Name of the Hostel	Adress	Contact No.
01	Boys' Hostel OAV Tikira,Ghatagaon	At-Tikira,Po-dhenkikote,Ghatagaon,758029	7077315255

By Order of collector-cum- Chairman OAVs

Principal  
OAV Tikira, Ghatagaon  
Tikira, Keonjhar

18/02/2026  
21/4/26

**GUIDELINE FOR ENGAGEMENT OF HEAD COOK AND ASSISTANT COOK FOR  
BOY'S HOSTEL OF ODISHA ADARSHA VIDYALAYA TIKIRA, GHATAGAON,  
KEONJHAR**

The candidate are advised to go through the eligibility criteria for the following support staff in the Boys Hostel of OAV Tikira, Ghatagaon, 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 HEAD COOK/ASST. COOK IN BOYS HOSTEL OF  
ODISHA ADARSHA VIDYALAYA TIKIRA, GHATAGAON, 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)

- i. HSC Certificate & Mark Sheet
- ii. +2 Certificate & Mark Sheet
- iii. Caste Certificate
- iv. Aadhar Card
- v. Residence Certificate
- vi. Certificate of Experience in Hostel Management
- vii. Self-Attested passport size photographs

**DECLARATION:**

1. 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.
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 found to be false then my candidature may canceled/ rejected without assigning and reason thereof.

Date:

Place:

Full Signature of the Applicant