

ODISHA ADARSHA VIDYALAYA SATYABADI, PURI

Advertisement No. OJ/OAVSTB/2026-27

Date: 02/04/2026

ADVERTISEMENT FOR ASSISTANT COOK

Applications are invited from the deserving candidates for 01 no. of Assistant Cook for 100-seated Girls' Hostel of OAV Satyabadi of Puri district as per the following guidelines.

Application forms & other details can be downloaded from the district website i.e. puri.odisha.gov.in. and also available in the office of principal OAV Satyabadi. Interested candidates fulfilling the eligibility criteria may apply to **The Principal, OAV Satyabadi, Block-Satyabadi, Dist.- Puri, PIN-752046** by dt. **15/04/2026** (during office hours). The applications will be sent through **Registered Post/ Speed Post only. THE APPLICATION FORMS SUBMITTED BY HAND, MAIL, COURIER OR ANY OTHER MODE WILL NOT BE ENTERTAINED.** The incomplete application forms & application forms received after due date shall be summarily rejected. The authority will not be responsible for postal delay. Further the authority reserves the right to cancel any or all the applications without assigning any reason thereof.

Guidelines for engagement of Assistant Cook:

Total no. of vacancy- 01

Eligibility criteria

- (a) The candidate must be a female.
- (b) She 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 the Hostel.
- (f) If somebody is trained in cookery, she will be given preference & due weightage.
- (g) Cook herself be perfectly hygienic in her dresses, cooking habit etc.
- (h) The committee may conduct physical cooking of some items & evaluate the deliciousness/consumption of time for preparation of the dishes / hygienic condition of cooking & select the best.
- (i) The cook must be well conversant to use LPG.

Duration of the engagement : One Year

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

Process of Engagement:

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 as stated above.

By order of Collector-cum-Chairman, OAVs, Puri



Principal, OAV Satyabadi, Puri

APPLICATION FOR THE POST OF ASST. COOK FOR 100- SEATED GIRLS' HOSTEL
OF ODISHA ADARSHA VIDYALAYA SATYABADI, DIST-PURI

(FILL THE APPLICATION FORM IN BLOCK LETTER)

1. Post Applied for:
2. Name of the Applicant :
3. Father's /Husband's Name :
4. Permanent Address :

Fix a passport size
photograph.

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 (UR/SEBC/SC/ST) :

9. Gender :

10. Educational Qualification :

Sl. No	Exam Passed	Board/University	Year of Passing	Full Marks	Marks Obtained	Percentage

11 . Contact No. :

12.E-mail Id :

13. Photocopy of documents to be enclosed (Self-Attested)

- a) HSC Certificate
- b) HSC Mark Sheet
- c) +2 Certificate
- d) +2 Mark Sheet
- e) BA/BSc Certificate
- f) BA/BSc Mark Sheet
- g) Caste Certificate
- h) Aadhar Card
- i) Residence Certificate
- j) Certificate of Experience in Hostel Management
- k) 2 nos. of 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 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 & fabricated, then my candidature shall be cancelled/ rejected without assigning any reason thereof.

Date:

Place :

Full Signature of the Applicant