

ODISHA ADARSHA VIDYALAYA SANGATHAN**GUIDELINES FOR ENGAGEMENT OF SUPPORT STAFF IN THE GIRLS' HOSTEL**

The following support staff will be engaged in the Girls' Hostels of the Odisha Adarsha Vidyalayas for smooth running of the hostels.

1. Warden: 1 (One)

- Qualification : B.A/ B.Sc from any recognized University
 - Age: 30-60 years as on the date of advertisement
 - Experience: At least 02 years in hostel management.
 - Remuneration: Rs. 7260/- per month
- i. The preference shall be given to the local candidate preferably from the block area. If not available, then from the other adjacent block of respective District.
 - ii. 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 remuneration of Rs. 3000/- in addition to her own salary. But She must have to stay in the hostel even during the night hours.
 - iii. Retired lady teachers, if willing and physically & mentally sound within the age limit of 62 years as on the date of the engagement, may be engaged as warden.

2. Chowkidar-cum-Sweeper

- Remuneration - Rs. 4270/- per month
- Age - 21 to 32 years as on the date of advertisement.
- Qualification : He must have passed HSC Examination.

3. Cook :

- Remuneration - Rs. 4840/- per month
- Age - 30 to 40 years as on the date of advertisement.
- If somebody is trained in cookery, he/she Will be given preference & due weightage.
- Cook himself/ herself be perfectly hygienic in his/her dresses, cooking habits etc.

- The committee shall 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.

4. Assistant Cook:

- Remuneration – Rs 3630/- per month.
- Age – 21 to 32 years as on the date of advertisement.
- Maximum 02 number of Assistant cooks can be engaged in one OAV.
- Having experience in cooking and other characteristics as specified above in Paragraph – 3.

Committee for selection of employees.

A committee will be formed under the chairmanship of the Collector & Chairman DAV of the district for selection of employees for the girls' hostel.

1. Collector & District Magistrate	-	Chairman
2. Principal of the Adarsha Vidyalaya	-	Member (Convener)
3. District Education Officer	-	Member
4. DWO of the District	-	Member

Duration of the engagement	-	For one year
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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.

How remuneration will be released:

After receiving the engagement order from the Principal and joining in duty, the remunerations will be released through the school committee after his/her satisfactory performance. Attendance register will be maintained for the purpose.

Process of Engagement:

- Advertisement will be published in local dailies.
- Fifteen days time duration may be given for inviting application from intending candidates.

- Preference shall be given to local candidates. If candidates are not available in that locality, then block will taken as a unit. If still candidates are not available, then the candidates from nearby blocks may be selected for the purpose. No candidates out side of the district should be recruited against the posts stated above.
- Qualification for the different posts may be taken from the above list.

ODISHA SCHOOL EDUCATION PROGRAMME AUTHORITY

"SHIKSHA SOUDHA", UNIT - V, BHUBANESWAR - 751001
Ph No 0674-2395325(O) E mail-spd@opepa.in opepaedu@yahoo.co.in



Letter No. 14845/GE/22 Dated. 21/11/2022

ANUPAM SAHA, IAS
State Project Director

To

The DEO-cum-District Project Coordinator,
Samagra Shiksha,
Angul, Balasore, Baragarh, Boudh, Bhadrak, Bolangir, Deogarh Dhenkanal, Gajapati,
Ganjam, Jajpur, Kalahandi, Kandhamal, Keonjhar, Koraput, Malkangiri, Mayurbhanj,
Nabarangpur, Nuapada, Rayagada, Sambalpur, Sonepur & Sundergarh.

Sub: Enhancement of remuneration of KGBV employees working under SS.

Madam / Sir,

In inviting a reference to the subject cited above, it is to inform you that, keeping in view of PAB Approval for the year 2022-23 towards remuneration of KGBV employees under Samagra Shiksha, the Govt. in School & Mass Education Deptt. has been pleased to enhance the remuneration of KGBV (Type-III & IV) w.e.f. 01.04.2022. The revised remuneration detail of the KGBV (Type-III & IV) is attached at Annexure-'A' & 'B' respectively.

You are therefore requested to release the enhanced remuneration of aforesaid employees w.e.f. 01.04.2022.

Yours faithfully,

Encl: As above.

Memo No. 14846/GE/22 Date 21.11.2022 /

Copy to Collector-cum-Chairperson, SS, Angul, Balasore, Baragarh, Boudh, Bhadrak, Bolangir, Deogarh Dhenkanal, Gajapati, Ganjam, Jajpur, Kalahandi, Kandhamal, Keonjhar, Koraput, Malkangiri, Mayurbhanj, Nabarangpur, Nuapada, Rayagada, Sambalpur, Sonepur & Sundergarh for kind information & necessary action.

~~State Project Director~~

Memo No. 14847/GE/22 Date 21.11.2022 /

Copy to State Project Director, OAVS for kind information & necessary action.

~~State Project Director~~

Memo No. 14848/GE/22 Date 21.11.2022 /

Copy to PS to Commissioner-cum-Secretary to Govt. in S & ME Deptt. for kind information of the Commissioner-cum-Secretary.

~~State Project Director~~

~~State Project Director~~

Revised Remuneration of KGBV Employees (Type-III)

Sl. No.	Designation	Existing Gross Remuneration Per month per person (in Rs.) (including EPF share of Employee & Employer)	Revised Gross remuneration Per month per person as per PAB approval 2022-23 (in Rs.) (including EPF share of Employee & Employer)
1	Warden	16,940.00	21,175.00
2	Part Time Teacher	6,000.00	7,500.00
3	Accountant	11,000.00	13,750.00
4	Head Cook	7,200.00	9,000.00
5	Asst. Cook	5,400.00	6,750.00
6	Peon	6,000.00	7,500.00
7	Watchman / Chawkidar	6,000.00	7,500.00
8	Urdu Teacher	8,000.00	10,000.00

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21/11/22
JD(GE)


State Project Director
OSEPA

Revised Remuneration of KGBV Employees (Type-IV)

Sl. No.	Designation	Existing Gross Remuneration per month per person (in Rs.)	Revised Gross remuneration per person per month as per PAB approval 2022-23 (in Rs.) (including EPF share of Employee & Employer)
1	Warden	7,260.00	21,175.00
2	Head Cook	4,840.00	9,000.00
3	Asst. Cook	3,630.00	6,750.00
4	Chawkidar	4,720.00	7,500.00

Obtain
21/11/22
JD(GE)


State Project Director
OSEPA



ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ ସଙ୍ଗଠନ
ODISHA ADARSHA VIDYALAYA SANGATHAN

N-1/9, Nayapalli, PO: Sainik School, Bhubaneswar, District- Khurda
PIN- 751001, Phone- 0674-2302324, email- oavsbbsr.od@gov.in
website- www.oavs.in



No 2517

Date: 30/10/2018

From Sri Bhupendra S. Poonia, IAS
State Project Director

To All Collectors except Jharsuguda & Puri

Subject: Relaxation of qualification of Warden for girls' hostel

Ref:- This Office letter no. 1744 dated 13.07.2017 and letter no. 2303 dated 25.09.2017

Madam/Sir,

With reference to the subject cited above, it is to intimate that the minimum qualification of the Warden for the Girls' hostels was BA/BSc with BEd. But as per the report of the DEOs very few no. of applicants with BA/BSc with BEd applied for the post of the Warden, as a result in most of the districts support staff except warden, has been finalised. Considering the need of Warden for operationalization of the girls hostel, the minimum qualification of the warden has been relaxed to graduates from any recognized University. But all other conditions in the guideline remain unchanged.

It is therefore, requested to take early steps for selection of warden for the hostels & also for operationalization of the girls' hostels in the district.

Yours faithfully,

State Project Director

Memo No.

2518

Date: 30/10/2018

Copy forwarded to all the DEOs except Jharsuguda & Puri for information and necessary action

State Project Director

୧୦୦ ଶଯ୍ୟା ବିଶିଷ୍ଟ ବାଳିକା ଛାତ୍ରାବାସ (ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟର) ରେ ନିଯୁକ୍ତ ହେବାକୁ ଥିବା ସହାୟକ ପଦବୀ
 ସ୍ୱାଚ୍ଛେଦ, ଚୌକିଦାର, ମୁଖ୍ୟ ରୋଷେୟା, ସହାୟକ ରୋଷେୟା ନିମନ୍ତେ ଦରଖାସ୍ତ ଫର୍ମ

- ୧। ପଦବୀ ର ନାମ
- ୨। ପ୍ରାର୍ଥୀ/ପ୍ରାର୍ଥିନୀ କ ନାମ
- ୩। ପିତା/ସ୍ୱାମୀ କ ନାମ
- ୪। ଘର ଠିକଣା
- ୫। ବର୍ତ୍ତମାନ ଠିକଣା
- ୬। ଦୁରଭାବ ନମ୍ବର
- ୭। ଜନ୍ମ ତାରିଖ
- ୮। ବୟସ (୦୧.୦୭.୨୦୨୪ ସୁଦ୍ଧା).....
- ୯। ଲିଙ୍ଗ.....
- ୧୦। ବର୍ଗ
- ୧୧। ବିଶେଷ ବର୍ଗ (ବିଧବା/ନିରାଶ୍ରୟା).....
- ୧୨। ଆଧାର ନମ୍ବର/ ଜୋଡ଼ ପରିଚୟ ପତ୍ର ନମ୍ବର
- ୧୩। ଶିକ୍ଷାଗତ ଯୋଗ୍ୟତା

ପାଠ ପୋର୍ଟ ଫୋଟୋ
 ପାରି ଛାଡ଼

କ୍ରମିକ ନମ୍ବର	ପରୀକ୍ଷା	ଶିକ୍ଷା ନୁଷ୍ଠାନ କ ନାମ	ପରିଷଦ / ବି ବି	ପୂର୍ବ ମାର୍କ (ଅତିରିକ୍ତ ବିଷୟ ବୃତ୍ତାନ୍ତ)	ଅର୍ଦ୍ଧ ମାର୍କ (ଅତିରିକ୍ତ ବିଷୟ ବୃତ୍ତାନ୍ତ)	% ହାର	ମତ୍ୟ

ଘୋଷଣାମାମା

ମୁଁ ଶ୍ରୀ/ଶ୍ରୀମତୀ/କୁମାରୀପିତା ସ୍ୱାମୀ
 ଏବେ ହାରା ଘୋଷଣା କରୁଅଛି ଯେ ଉପୋରୋକ୍ତ ଦରଖାସ୍ତ ରେ ଦର୍ଶା
 ଯାଇଥିବା ସମସ୍ତ ତଥ୍ୟ/ବିବରଣୀ ସତ୍ୟ ଅଟେ। ଯଦି ଉଦ୍ଦିଷ୍ଟତା ରେ କୌଣସି ତଥ୍ୟ ମିଥ୍ୟା ପରିଲକ୍ଷିତ ହୁଏ ତାହେଲେ ମୋର ପ୍ରାର୍ଥୀକୁ
 କୁ ରଦ୍ଦ କରାଯିବ ।

ସ୍ଥାନ.....
 ତାରିଖ

ପ୍ରାର୍ଥୀ/ପ୍ରାର୍ଥିନୀଙ୍କ ଦସ୍ତଖତ