

Office of the Collector & District Magistrate, Nuapada

(SSD Section)

No 1137 /Dt 21.05.18

Advertisement

Applications are invited in prescribed format from interested married women candidates for engagement as Lady Matron/Junior Matron on contractual basis initially for a period of one year in Girls' Hostels of ST & SC Development Department Odisha in Nuapada District.

A candidate must have a graduation degree from a recognized university for the post of lady matrons and in case of Junior matron, she must have passed +2 Examination. Candidates who have experience in Hotel Management/Working Knowledge of Computer/Certificate in Nutrition/Music/Arts/Co-curricular activities shall be given preference.

The Candidate should have completed 35 years or above age as on 01.01.2018.

Special preference will be given to widows, Divorces or single women.

The Candidates should belong to ST,SC or SEBC category. First preference shall be given to ST, 2nd preference to SC and 3rd preference will be given to SEBC candidates..

The Lady matrons will be paid remuneration of Rs 7500/- (Rupees Seven Thousands Five Hundred) only per month. In case of non-availability of graduation candidates, candidates passed +2 Examination will be selected and posted as Junior Matrons and Junior Matron will be paid remuneration of Rs 6500/- (Rupees Six Thousands Five Hundred) only per month.

Selection will be done on the basis of marks secured in graduation for the post of Lady Matrons and +2 Examination for the post of Junior Matrons, taking into consideration the relevant past Experience and desirable qualifications. A Viva-Voce test will be conducted at the time of verification of original certificate and marks secured in the test will be added to the marks secured in Graduation & +2 Exam. as the case may be.

During Selection 1st preference will be given to candidates belonging to same village in which the Hostel is situated,. 2nd preference will be given to candidates of same GP, 3rd preference will be given to candidates of same Block and 4th preference will be given to the candidates of the District in which the hostel is situated.

The Matrons so engaged will not be eligible for any scheme of regularization of service. Free lodging and boarding like hostellers will be availed by them.

The Last date of receipt of application in the DWO Office, Nuapada is **Dt.11.06.2018** by Speed Post/ Regd. Post only. The Envelope containing the application and documents must be superscribed "Application for the Post of Lady Matron/Junior Matron".

Self attested copies of following documents must be enclosed to the application.

1. HSC Certificate,
2. +2 Certificate alongwith mark sheet
3. Graduation Certificate with Mark Sheet

4. Desirable qualification Certificate
5. Residential Certificate
6. Caste Certificate
7. One self addressed stamped envelop worth of Rs 22/-

In complete applications and applications received after due date shall not be taken into consideration.

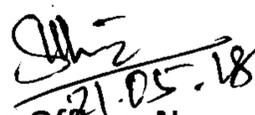
Copy of application form alongwith list of Hostels may be had from the Dist. Website i.e. www.nuapada.nic.in and in the notice board of DWO, Nuapada and all Block Offices of the District.

(By Order of Collector, Nuapada)


21.05.18
District Welfare Officer, Nuapada

Memo No. 1137(1) / Dt. 21.05.18

Copy to DIO, NIC, Nuapada. He is requested to upload the advertisement in the District Website for wide publication.


21.05.18
District Welfare Officer, Nuapada

Memo. No. 1138 / Dt. 21.05.18

Copy to Advertising Manager, Sambad & Samaj. They are requested to publish the advertisement in their respective news paper for one day edition only and submit bills as per Govt. rate.


21.05.18
District Welfare Officer, Nuapada

Memo. No. 1139 / Dt. 21.05.18

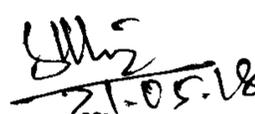
Copy to Sub-Collector, Nuapada/ all BDOs /all Tahasildars / all CDPOs for information and necessary action. They are requested to publish the advertisement in the notice board for wide circulation.

Copy to DIPRO, Nuapada for information and necessary action.


21.05.18
District Welfare Officer, Nuapada

Memo. No. 1140 / Dt. 21.05.18

Copy to Notice Board of Collectorate, Nuapada / DWO's office for wide circulation.


21.05.18
District Welfare Officer, Nuapada

List of Hostels

Nuapada Block

1. Janamangal High School, Kuliabandha
2. Parkod High School

Komna Block

1. Nodal UPS, Lakhna
2. Dr. Katju High School, Bhela
3. Jitamitra High School, Koman

Khariar Block

1. Nehena Ashram School
2. Duajhar High School
3. Ghardhara High School
4. PS High School, Ranimunda
5. Badmula Ashram School

Boden Block

1. Dhobei Ashram School
2. Gurubudha High School, Rundi
3. Nagpada UPS

Sinapali Block

1. Girls' High School, Sinapali
2. Kusumjore High School

APPLICATION FORMAT

(For the post of Lady Matron in the Hostels under ST & SC Dev. Deptt. of Nuapada District)
(To be filled up in Block letters)

1. Name of the Applicant(in full):
2. Name of Father/ Husband:
3. Permanent Address:
4. Present Postal Address for correspondence with Pin code, phone if any:
 - Name of the village/ hamlet
 - Name of the G.P.:
 - Name of the Block:
 - Name of the District:
5. Nationality:
6. Religion:
7. Date of Birth in Christian era: Day..... Month..... Year
(As recorded in High School Certificate) :
8. Age as on
9. Category belongs to (SC/ST/SEBC/ OBC):/ Sub-Caste:.....
10. Marital Status(Married): Single Widow Divorcees
11. Essential Education Qualification: (Graduate)

Space for
Photograph
with full signature
of the candidate on
the front side

Sl. No.	Name of the Examination Passed	Name of the College/ University	Year of passing	Mark secured
1	2	3	4	5

12. Desirable Qualification

- | | | | | |
|--|-----|--------------------------|----|--------------------------|
| • Hostel Management: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| • Working Knowlegde of Computer: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| • Certificate in Nutrition: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| • Certificate in Music: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| • Certificate in Arts: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| • Certificate in Co-curricular activities: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

N.B.: Self attested certificate to be submitted along with application for both essential and desirable qualification.

DECLARATION

I Smt./ Miss..... do hereby declare that all the information furnished above are true, complete and correct to the best of my knowledge and belief. In the event of any of the aforesaid information being found false or incorrect at any stage hereafter, my candidate/ selection/ appointment is liable to be cancelled without any notice to me.

Place:

Date:

Full Signature of the Applicant