

# OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE:MAYURBHANJ

## ADVERTISEMENT

No. 1940 /Estt. Date 30.05.2015

(Recruitment for the posts of Khansama, Kitchen Helper and Room Attendant in Circuit House Baripada in Mayurbhanj District for the year-2015)

Applications in the prescribed format are invited from the eligible candidates for direct recruitment by means of competitive examination for filling up vacant posts of Khansama, Kitchen Helper and Room Attendant in Circuit House, Baripada in Mayurbhanj District on contractual basis as detailed below.

Sl. No.	Name of Post(s)	No. of Post(s)	Name of Category	Monthly Consolidated Remuneration [No DA, HRA, RCM etc. will be paid]	Required Qualification
1	2	3	4	5	6
01	Khansama	01	Un-reserved (UR)	Rs.6,460/-	The candidate must have completed one year course in Cookery in the Institute of Hotel Management & Catering Technology and Applied Nutrition.
02	Kitchen Helper	01	Un-reserved (UR)	Rs.6,250/-	The candidate must have completed one year course in Cookery in the Institute of Hotel Management.
03	Room Attendant	02	Un-reserved (UR) -01 & Scheduled Tribe (ST)-01	Rs.6,250/-	The candidate must have completed one year course in Restaurant and Catering Service in the Institute of Hotel Management.

(1) A candidate in order to be eligible for appearing in the competitive examination shall

- be a citizen of India;
- be a permanent resident of Mayurbhanj District;
- have registered his/her name in any Employment Exchange in Mayurbhanj District.
- not be less than 18(Eighteen) years and not more than 32(Thirty-two) years of age as on 01/01/2015. Age relaxation is applicable as per rules.
- be of good character;
- be of good sound health, good physique, active habits.
- be able to speak, read and write in odia
- be passed the M.E. School Examination with Odia as language subject &
- not have more than one spouse living.

**(2) Documents to be enclosed with the APPLICATION FORM**

The following required documents should firmly be enclosed with the Application Form duly filled up by the applicant as directed failing which his/her application will not be considered for the purpose.

*Attested Xerox copies of*

- (a) Academic Qualification Certificates
- (b) Mark Sheets of All Examinations
- (c) Caste Certificate issued from the competent authority in case of ST/SC applicants
- (d) Valid Employment Registration Certificate
- (e) Character Certificate issued from the Head of Institution last studied
- (f) Residential Certificate issued from the competent authority of Mayurbhanj District for the year 2015
- (g) SEBC Certificate, if applicable, issued from the competent authority of Mayurbhanj District for the year-2015

*And Original*

- (h) 3(Three) nos. of recent Photographs of Passport Size Colour Picture with white background signed by the applicant in the front side, out of which one should be pasted in the appropriate space provided in the application form and other two should firmly be tagged with the application form.

**(3) Examination Fee & Postage Charges (Non-Refundable)**

Original Bank Draft towards Examination Fee and Postage Charges of non-refundable amount drawn in any Nationalised Bank in favour of the Collector, Mayurbhanj payable at SBI Main Branch, Baripada should be submitted by the applicant along with the Application Form as detailed below:

Sl. No.	Category	Total Amount
1	2	3
01	Other than ST/SC	Rs.100/- (Examination Fee including Postage Charges)
02	ST/SC	Rs.70/- (Postage Charges only)

The applicant should write his/her full name and address on the backside of the Original Bank Draft.

The total amount in shape of Bank Draft once submitted will neither be refunded nor be adjusted against any future recruitment projects.

**(4) EXAMINATION PROCEDURE**

Sl. No.	Name of Post(s)	Full Marks in Written Exam. [Odia & G.K.]	Full Marks in Viva-voce	Full Marks in Practical Test
1	2	3	4	5
01	<b>Khansama</b>	50	20	30
02	<b>Kitchen Helper</b>	50	20	30
03	<b>Room Attendant</b>	50	20	Nil [Not Applicable]

**(5) HOW TO APPLY:**

The Application Form duly filled in by the applicant in his/her own handwriting in Capital Letter using ball point pen of Blue/Black colour ink along with the required documents in an Envelope super scribed "Application for the post of .....", should reach the office of THE DEPUTY COLLECTOR, (ESTABLISHMENT) COLLECTORATE, AT/PO:BARIPADA, DIST.:MAYURBHANJ, PIN-757001 by Registered/Speed/Ordinary Post only **on or before 30/06/2015 till 05:00 P.M.** The application received after last date will not be considered. The authority will not be responsible for any postal delay.

**(6) CONDITIONS:**

(i) The application either without any requisite documents or without Original Bank Draft or without signature of the applicant in the space provided or filled in incompletely by the applicant or received after the due date shall be summarily rejected without assigning any reason thereof.

(ii) No Application Form other than the prescribed Application Form will be accepted.

(iii) No application shall be considered unless it is accompanied with the Original Bank Draft as referred to under point (3) above.

(iv) No claim for refund of Examination Fee and Postage Charges referred to under point (3) above shall be entertained in any case.

(v) The Date, Time & Place of tests of the recruitment shall be intimated to the eligible candidates in due course.

(vi) No TA/DA will be paid to attend the recruitment tests.

(vii) The authority reserves the right for cancellation/modification of the advertisement and also to reject any application without assigning any reason thereof.

(viii) The authority also reserves the right to cancel or postpone the recruitment tests if so warranted without assigning any reason.



(ix)The candidate shall be required to produce all the originals certificates if selected in the recruitment tests, failing which he/she shall be liable to be disqualified.

(x)The list of successful candidates shall be drawn up in order of merit on the basis of the performance in the written test & Viva Voce test and shall not ordinarily exceed the number of the vacancies advertised.

(xi)Candidates in order of merit shall be appointed against the available vacancies.

(xii)Inclusion in the merit list confers no rights to appointment.

**Note:** The detail information shall also be available in the notice board of Block Office /Tahasil Office /Employment Exchange Office of this district and by login <http://mayurbhanj.nic.in> .

(Sri Rajesh Prabhakar Patil, I.A.S.)  
COLLECTOR & DISTRICT MAGISTRATE,  
MAYURBHANJ.