

**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KANDHAMAL**

**(ST & SC DEV. SECTION)**

No. **2872** /dtd. **11.9.15**

**NOTIFICATION**

In supersession of earlier Notifications and as per instructions of Govt. In ST & SC Development Department, Odisha, Bhubaneswar vide letter No. 29463/SSD, dt. 27.10.2014 and letter no.16902/SSD dtd. 21.08.2015, applications are invited from the deserving/eligible Lady candidates of Kandhamal district **for engagement of 155 nos Lady Matron** in ST/SC Girls Hostels functioning under the ST & SC Development Department and the Hostels of SSD Deptt. Functioning under S&ME Deptt. Schools of Kandhamal District. The engagement is purely on contractual basis. The application should reach the Office of the District Welfare Officer, Kandhamal on or before **30.09.2015 at 5.00 P.M by Regd. Post only**. The application received beyond the date will not be considered. The undersigned reserves the right for cancellation/modification of this advertisement and increase or decrease of posts without assigning any reason thereof.

The detail advertisement and the selection criteria may be obtained from Office Notice Board of District Welfare Officer, Kandhamal and Dist. Website [www.kandhamal.nic.in](http://www.kandhamal.nic.in). The candidates may download the advertisement and application format accordingly.

*[Signature]*  
10/9/15  
**Collector & District Magistrate  
Kandhamal, Phulbani**

Memo No. **2873** /dtd. **11.9.15**

Copy to Advertisement Manager, "Eastern Media Pvt. Ltd." / "The Samaj" for publication of advertisement in the Odia Daily for one day as per approved rate of I&PR Deptt.

*[Signature]*  
11/9/2015  
**District Welfare Officer,  
Kandhamal, Phulbani**

Memo No. **2874** /dtd. **11.9.15**

Copy along with copy of advertisement submitted to the PA, ITDA, Balliguda/Phulbani, Sub-Collector, Phulbani/Balliguda/DEO, Kandhamal/ Inspector of Schools (SSD)S.Z, Phulbani/ All BDO of Kandhamal District for information. It is requested to affix the advertisement in their respective Office Notice Board for wide publicity.

Copy along with copy of advertisement and detailed guideline submitted to the DIO, NIC, Kandhamal to upload in Dist. Website for wide publicity.

*[Signature]*  
11/9/2015  
**District Welfare Officer,  
Kandhamal, Phulbani**

## **APPLICATION FORMAT**

(For the post of Lady Matron in the Hostels under ST & SC Deptt. of Kandhamal District)

**(To be filled up in Block Letters)**

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

1. Name of the Applicant (in full) :
2. Name of Father/Husband :
3. Permanent Address :
4. Present Address : Village :  
G.P : Block :  
District : Pin :  
Phone No :
5. Nationality :
6. Religion :
7. Date of birth : Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_.
8. Age as on 01.01.2014 :
9. Category (SC/ST/SEBC/OBC) : / Sub-Caste : \_\_\_\_\_
10. Marital Status : Married (Single/Widow/Divorcees) : \_\_\_\_\_
11. Essential Educational Qualification : Graduation

Sl. No.	Name of the Exam. Passed	Name of the College/University	Year of Passing	Marks Secured
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

12. Desirable Qualification :
- |  |   |     |                          |    |                          |
|--|---|-----|--------------------------|----|--------------------------|
| a) Hostel Management                       | : | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| b) Working knowledge of computer           | : | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| c) Certificate in Nutrition                | : | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| d) Certificate in Music                    | : | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| e) Certificate in Arts                     | : | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| f) 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 & desirable qualification.**

### **DECLARATION**

I \_\_\_\_\_ 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 day of the aforesaid information being found false or incorrect at any stage hereafter, my candidature/selection/appointment is liable to be cancelled without any notice to me.

Place :

Date :

**Full Signature of the Applicant**

### **Guideline for engagement of Lady Matrons**

The respective district Collectors after obtaining the list of Hostels where the Lady Matrons will be appointed (as per the list provided by the ST & SC Department, Government of Odisha) will advertise in two most widely circulated local dailies in the district inviting applications from the intending candidates with requisite qualifications. The following will be the qualifications and the process of selection will be as follows:

#### **Essential qualifications and stipulation of categories/ preference:**

- I. Graduate candidates will be given first preference. If graduate candidates are not available then the candidates who have passed Plus two (Higher Secondary Examination Pass) shall be engaged as shown below.

<b>Designation</b>	<b>Qualification</b>	<b>Age</b>	<b>Consolidated Monthly remuneration</b>
Matron	Graduation	35 years and above	Rs.7500/-
Junior Matron	Plus two (Higher Secondary Examination Pass)	35 years and above	Rs.6500/-

- II. She should be 35 years or above in Age as on 31<sup>st</sup> August, 2015.
- III. Should belong to ST, SC or OBC category. First preference will be given to the STs and if not available, second preference to the SC and third preference will be given to the OBC if candidates will not be available from ST or SC categories.
- IV. First preference in the selection will be given to a Widow, second preference to a Divorcee and the third preference to a Single Member Family Woman.
- V. Similarly, while selection is made, first preference will be given to candidates (having necessary qualification and experience) if available from the same Revenue village, second preference if the first category is not available from the G.P, third preference will be given to candidate from the same Block and fourth preference will be given to candidates from the same district belonging to ST, SC and OBC in order of preference. While selecting the candidates for Lady Matron, preference as indicated above will be given to Widow, Divorcee and Single Woman (from a single member family).