



GOVT. OF ODISHA

**OFFICE OF THE COLLECTOR, KANDHAMAL, PHULBANI.**

(ST & SC Development Section)

e\_mail : dwo.kandhamal@gmail.com

No. **4132** /SSD/XVI-20/2023 Date. **27.10.2023**

**Walk-in-Interview**

**Engagement of Guest Teachers for ST & SC Dev. Deptt. Schools**

Interested candidates fulfilling the eligibility criteria are requested to attend the Walk-in-Interview for engagement of Guest Teachers in ST & SC Dev. Deptt. run schools in Kandhamal District with honorarium as described at point no-5 and subject to terms and conditions of engagement as described at point no-4. The engagement will be made on purely temporary basis & liable for termination at any time without any notice or assigning any reason.

Venue: **Govt. (SSD) Higher Secondary School, Boida  
Block: Phulbani**  
Dated: **20.11.2023 (Monday)**  
Time: **10 A.M onwards**

Candidates fulfilling the eligibility criteria may apply for walk-in-interview on aforementioned venue, date and time. The undersigned reserves the right to cancel any or all the applications without assigning any reason or communication thereof. No personal enquiry regarding recruitment should be entertained by over phone.

**1. General & Educational eligibility:**

- a. He /She must be a citizen of India.
- b. He/She must have passed Class-X standard in MIL Odia. In case he/she has not kept Odia as a subject up to Class-X standard, then he/she should have qualified at the single subject Odia examination upto High School standard conducted by the Board of Secondary Education, Cuttack.

**2. General & Educational eligibility:**

- a. For class I to VII- Matric/ +2 Arts/Science with minimum 50% marks in aggregate with CT.
- b. For class VIII to X- BA/B.Sc with minimum 50% marks in aggregate with B.Ed
- c. Preference should be given to the retired teachers and candidates having teaching experience.

**3. Duties and Responsibilities of Guest Teachers:**

- a. Teaching of concerned subject as per syllabus.
- b. Timely correction of class and home assignments, test papers, projects etc.
- c. Setting of question papers for various tests and exams.
- d. Preparation of lesson plans and maintaining academic record of students.
- e. Preparing students for curricular/co-curricular activities etc.
- f. Performing invigilation duty/ evaluation work as and when assigned.
- g. Any other work as to be assigned by the Headmaster/Principal.

**4. Terms and Conditions:**

- a. Guest teachers engaged would have no claim or right for appointment on a regular basis not will they be a part of the cadre of teachers of SSD Deptt.
- b. Working hours and period duration shall be as per the school time table.
- c. The engagement of these Guest teachers will automatically come to an end once a regular/contractual teacher is appointed/ engaged against the vacant post or as and when the appropriate authority decides.
- d. The Guest Teacher so engaged shall also be entrusted with correction and evaluation work of the concerned subject in the school and he/she will not be entitled for extra honorarium for such work.
- e. The performance of the teacher will be reviewed on regular basis. If any teacher is found to be non-performing or engaged in activities leading to misconduct he/she shall be disengaged by the appropriate authority under intimation to the DWO.
- f. Maximum age for Guest Teacher at the time of engagement shall be Sixty-Two (62) & the retired teacher engaged as Guest Teacher shall be disengaged on attaining the age of Sixty-Five (65).
- g. A Guest Teacher unauthorizely remaining absent and not taking classes for a continuous period of 15 days or more deemed to be terminated and he/she shall never be entertained further.

**5. Honorarium:**

- a. A guest teacher shall take maximum forty (40) classes in a month.
- b. A guest teacher will be paid Rs. 300/- per class/period at elementary level and not exceeding Rs. 12,000/- in a month.
- c. A guest teacher will be paid Rs. 400/- per class/period at Secondary level and not exceeding Rs. 16,000/- in a month.

**6. Mode of Selection:**

Complete application in all respect along with above enclosures should be sent in a closed cover addressed to **THE DISTRICT WELFARE OFFICER, KANDHAMAL AT/PO:PHULBANI, DIST.: KANDHAMAL, PIN: 762001** by Registered post / Speed Post only so as to reach on or before dated. **15.11.2023** up to **05.00 P.M.** Applications received after due date shall not be considered. Applications received through Courier Service / By Hand shall not be accepted. Incomplete applications shall not be considered.

The walk in interview shall be attended by the candidates those who have submitted applications by due date for walk in interview i.e by dtd 15.11.2023. Without prior application no candidate shall be allowed to attend the interview on the spot.

The District Level Selection Committee shall select the candidates with reference to the eligibility criteria and as per the following norms

- a. 50% career weightage (50 marks) = 1st div-50 marks, 2<sup>nd</sup> div with minimum 50% marks-30 marks.
- b. 30% teaching experience (30 marks)= 1 year-10 marks, 2<sup>n</sup> year- 20 marks, 3 year and above -30 marks.
- c. 20% interview (20 marks)

Total- 100 marks

Ten(10) months of teaching experience should be treated as a year and 10 marks will be awarded for each year of experience with maximum limitation of 30 marks. Candidates having more than 3 years of experience will be limited to 30 marks.

If the total marks scored by two or more candidates in computation of marks by selection committee gets equal, candidate scoring higher percentage of marks in CT or B.Ed as the case may be should get preference.

- d. The selection committee shall prepare a panel of candidates securing 50 or above marks in the selection process as mentioned in sub point-6 under title mode of selection for engagement them as and when a required, when a guest teacher is disengaged or he/she quits the assignment. The empanelled list will be valid for one(1) year from the date of approval.

By orders of Collector, Kandhamal.


  
District Welfare Officer,  
Kandhamal, Phulbani.

Memo No. 4133 /SSD Dated. 27.10.2023

Copy forwarded to the DIO, NIC and he is directed to float the notification in District NIC website.

Copy forwarded to the Project Administrator, ITDA, Balliguda/Phulbani for information and necessary action. They are requested to display the advertisement in their Office Notice Board for wide publication

Copy to all Headmaster/Headmistress, Govt.(SSD) Girls High Schools/ High Schools/ Ashram Schools /Head Sevaka/ Head Sevika, Sevashrams for information and necessary action.

  
District Welfare Officer,  
Kandhamal, Phulbani.

**APPLICATION FORM FOR GUEST TEACHER**  
**Advt. No.** \_\_\_\_\_ **Date.** \_\_\_\_\_

Affix passport  
Size  
photograph

To  
The District Welfare Officer,  
Kandhamal.

1. Full name of the candidate. : \_\_\_\_\_  
(in Block Capital Letters)
2. Father's / Husband's name. : \_\_\_\_\_
3. Communication Address. At: \_\_\_\_\_ Po: \_\_\_\_\_  
Via: \_\_\_\_\_ Dist: \_\_\_\_\_  
Pin: \_\_\_\_\_  
Mob No: \_\_\_\_\_ e-Mail I.D : \_\_\_\_\_
4. Gender. (Male / Female) : \_\_\_\_\_
5. Date of Birth as recorded in the Matriculation certificate : \_\_\_\_\_
6. Educational Qualification. : \_\_\_\_\_  
(Attach self-attested xerox copy of certificates and mark sheets)

Qualification	Year of Passing	Board/ University	Full Marks	Marks secured.	Percentage of marks
1	2	3	4	5	6

7. Whether superannuated Teacher : (Yes/No)  
(Please attach relevant certificate)

8. Experience Details

Name of the Employer	Post Held	From Date	To Date	Total		Job Description
				Years	Months	

### **DECLARATION**

I do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I have read the details in the advertisement notice and do hereby declare that I fulfil all the conditions of eligibility prescribed. In case of any of the statement / particulars is / are found to be given wrong during or after the selection, my candidature for the said post will be cancelled / forfeited by the authority.

Further, I undertake that, I shall produce all original certificate / documents in support of the above information at the time of Interview/ certificate verification.

Place :

Signature of the candidate.

Date :

### **Candidates are required to attach the following documents along with the application form:**

1. One recent passport size color photograph duly pasted at the designed space.
2. Self-attested photocopy of Identity Proof (Voter ID card/ PAN card/ Driving License/ Aadhar Card/ Passport)
3. Self Attested Xerox copies of all academic & training Certificates showing Academic Qualification with mark sheets along with Matric Certificate. (Both Side)
  - a. Self Attested recent passport size colour photograph to be affixed in the Application Form.
  - b. Experience certificate in respect of above point-8 above.
  - c. One self addressed envelope affixed with postage stamp of Rs. 25/-

No TA, DA will be allowed at the time of verification of original certificates.

Sl.No.	Block	Name of the School	MCT	TGT Arts	TGT PCM	TGT CBZ	Sanskrit	Hindi
1	Balliguda	Daka Sevashram	2	0	0	0	0	0
2	Balliguda	Balakia Non-res Sevashram	1	0	0	0	0	0
3	Balliguda	Sudra Sevashram	1	0	0	0	0	0
4	Balliguda	Govt. High School, Battaguda	0	0	0	1	0	0
5	Chakapada	Govt. Girls High School, Bastingia	0	1	0	0	0	0
6	Chakapada	Govt. High School, Bastingia	0	0	0	1	0	0
7	Chakapada	Bileidiha Sevashram	1	0	0	0	0	0
8	Chakapada	Budeni Sevashram	1	0	0	0	0	0
9	Daringbadi	Govt. Girls High School, Daringbadi	2	0	1	0	0	1
10	Daringbadi	Hatimunda Sevashram	2	0	0	0	0	0
11	Daringbadi	Govt. High School, Daringbadi	0	0	1	0	0	0
12	Daringbadi	Kiramaha SS	1	0	0	0	0	0
13	Daringbadi	Demingia Sevashram	1	0	0	0	0	0
14	Daringbadi	Kerkebadi Sevashram	1	0	0	0	0	0
15	Daringbadi	Sikanbadi Sevashram	1	0	0	0	0	0
16	Daringbadi	Ullipadar Sevashram	1	0	0	0	0	0
17	Daringbadi	Basabadi Sevashram	1	0	0	0	0	0
18	Daringbadi	Badabanga Sevashram	1	0	0	0	0	0
19	G.Udayagiri	Kalinga AS	2	0	0	0	0	0
20	G.Udayagiri	Balumaha Sevashram	0	0	0	0	0	0
21	K.Nuagam	Govt. Girls High School, Kudutuli	0	0	0	0	1	0

22	K.Nuagam	Kritangia Sevashram	1	0	0	0	0	0	0
23	K.Nuagam	Siringia Sevashram	1	0	0	0	0	0	0
24	K.Nuagam	Jidubadi Sevashram	1	0	0	0	0	0	0
25	Khajuripada	Jhadpadar SS	2	0	0	0	0	0	0
26	Khajuripada	Govt. Girls High School, Dutipada	1	1	0	0	0	0	0
27	Phiringia	Govt. Girls High School, Damingia	0	0	1	0	0	0	0
28	Phiringia	Muselipanga SS	2	0	0	0	0	0	0
29	Phiringia	Telapali SS	2	0	0	0	0	0	0
30	Phiringia	Galesuga SS	1	0	0	0	0	0	0
31	Phiringia	Govt. High Schoo, Boida	0	0	1	0	0	0	0
32	Phiringia	Govt. Girls High School, Pakanagam	0	0	1	0	0	0	0
33	Phulbani	Govt. UGHS Pisupadar	0	0	0	0	0	0	1
34	Phulbani	Govt. UGHS Damigaon	1	0	1	0	0	0	0
35	Phulbani	Kudipunja Sevashram	2	0	0	0	0	0	0
36	Phulbani	Jakreju Sevashram	1	0	0	0	0	0	0
37	Phulbani	Sartaguda SS	2	0	0	0	0	0	0
38	Raikia	KMRS, Raikia	0	0	0	1	0	0	0
39	Raikia	Govt. Girl High School, Raikia	0	0	1	0	0	0	0
40	Tumudibandha	Govt. Girls High School, Rangaparu	0	0	1	0	0	0	0
41	Kotogarh	Gugurumaha SS	2	0	0	0	0	0	0
		<b>Total</b>	<b>38</b>	<b>4</b>	<b>2</b>	<b>8</b>	<b>3</b>	<b>1</b>	<b>2</b>