



GOVT. OF ODISHA

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

(ST & SC Development Section)

e\_mail : dwo.kandhamal@gmail.com

No. 2847 /SSD/XVI-2/2024 Date. 31.07.2024

**Walk-in-Interview**

**Engagement of Guest Teachers in Higher Secondary Schools under ST & SC Dev. Deptt. in Kandhamal District**

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 Higher Secondary Schools in Kandhamal District with honorarium as described at point no-4 and subject to terms and conditions of engagement as described at point no-6. The engagement will be made on purely temporary basis & liable for termination at any time without any notice or assigning any reason.

The date, venue and time will be intimated through e-mail of the applicant after last date of receipt of the application.

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 upto 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. Selection Procedure , Qualification, Career Assessment:**

Selection of guest faculties shall be made by a committee. The composition of such committee for each subject shall be as follows (as per Govt. in ST & SC Development Department Letter no. 15962/SSD Dated. 19.09.2019). The District Welfare Officer, Kandhamal shall be the Chairman of the committee.

1. Principal of the Higher Secondary School
2. Head of the Department
3. One of Senior Teacher from other department/subject nominated by Principal
4. One subject expert from the same college (if there is a member at all)

Master Degree in the Concerned subject from a recognized University with at least 55% marks or equivalent grad with a second class in the Bachelor's Degree is essential.

Selection shall be based on career marks and viva-voce test. The distribution of weightage for the career assessment suggested is as follows.

Career and Teaching experience : 60 Marks  
Viva-voce : 40 Marks

### a. Career Marking

Sl. No	Qualification	Marks			
		1 <sup>st</sup> Divn	2 <sup>nd</sup> Divn	3 <sup>rd</sup> Divn	Distinction
i	Ph.D			08	
ii	NET			06	
iii	M.Phil			04	
iv	M.A/ M.Sc/M.Com or equivalent	12 marks	08 marks	04 marks	
v	B.A (H)/ B.Sc (H)/ B.Com (H) or equivalent Degree	08 marks	08 marks	02 marks	02 marks
vi	B.A (P)/ B.Sc (P)/ B.Com (P) or equivalent Degree	05 marks	03 marks	01 marks	02 marks
vii	+2 or equivalent degree	04 marks	03 marks	02 marks	
viii	H.S.C or equivalent Degree	03 marks	02 marks	01 marks	
ix	Teaching Experience	02 marks for each year of experience* (subject to maximum 10 marks)			

\*Engagement for 09 months or more may be considered as one year in case of guest Teacher engaged earlier.

### b. Viva-Voce Marking:

- |       |  |          |
|-------|--|----------|
| (i)   | Teaching Capability                            | 20 marks |
| (ii)  | Conceptual understanding in the subject domain | 15 marks |
| (iii) | Perspective in positivity and leadership       | 05 marks |

- Preferences be given to superannuated faculties and teachers having Ph.D /NET with more than 3 years experience in any Govt. Colleges of the State may be engaged without going through the interview process as per the regular selection procedure. In case of superannuated faculties at least 10 years of reading experience at UG Level or above must be recommended by the HOD of the Deptt. with their CV attached. The Committee may consider the CV in absentia and decide on his engagement. However, their cases may be considered for engagement up to age limit 70 years.
- In case of two or more candidates secured the same marks the candidate older in age will be placed above in the rank.
- If there is further tie, the higher percentage of marks secured in Master Degree qualification will be taken in to account.
- Higher education will not be given any weightage during preparation of merit list in all categories.

### 3. Job Chart:

- Guest Teachers are required to be engaged for both theory and practical classes.
- Guest Teachers with 3 years of experience (Engagement for 9 month or more may be considered as one year) may be involved in question setting and evaluation on recommendation of the respective Principal, if required. Assignment of question setting would be required for implementing the introduction of compilation of question bank in each subject. Assignment of Evaluation must be implemented after of answer paper is fully implemented.

### 4. Honorarium to be paid:

Rate of honorarium to be paid to the guest teachers to be engaged for Higher Secondary School is Rs. **400/-** (Rupees four hundred only) per classes /lecture of 45 minutes duration subject to a maximum ceiling of **Rs. 16,000/-** (Rupees Sixteen Thousand) only per month (maximum 40 Classes per month).

### **5. Mode of application:**

Application in prescribed format along with the relevant documents should be sent in a closed cover addressed to the **District Welfare Officer, Kandhamal, Pin-762001** by Regd. Post/Speed Post only so as to reach him on or before **14.08.2024**. The applications received after due date/ courier Service/ by hand shall not be considered.

### **6. 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.

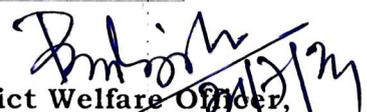
**7.** The Category and the name of post applied for should be superscripted in bold capital letters/ Name & Address of the applicant/Phone Number on the cover containing the application form.

**8.** No TA, DA will be allowed at the time of verification of original certificates. The incomplete applications and applications received after due date will be summarily rejected.

### **vacancy:**

Following category of posts in the **Govt.(SSD) Higher Secondary School, Kotogarh/ Boida/ Badagaon/ Ranapatuli/ Phiringia/ Guma** under ST & SC Development Department in Kandhamal District.

Sl. No	Category of Posts	No of Vacancy
1	Guest Teacher in English	03
2	Guest Teacher in Odia	03
3	Guest Teacher in Mathematics	04
4	Guest Teacher in Physics	01
5	Guest Teacher in Chemistry	02
6	Guest Teacher in Botany	01
7	Guest Teacher in Zoology	02

  
**District Welfare Officer,  
Kandhamal, Phulbani.**

**APPLICATION FORM FOR GUEST TEACHER**  
**Notification. No. 2847 Date. 31.07.2024**

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 copies 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 :  
Date :

Signature of the candidate.

**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 Certificate 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