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OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KEONJHAR.
(ST&SC DEVELOPMENT, M&BCW SECTION)

ADVERTISEMENT

(Estt-XII-71/2024)No. 2667 / SSD / Dated the 21st August, 2024

Applications in the prescribed format are invited from the intending candidates for engagement of **Guest Teachers** against the following vacancies on purely Contractual honorarium basis under ST&SC Development Department of Keonjhar District.

Vacancy :-

Sl.No.	Category of posts	Vacancy
01	TGT Arts	03
02	TGT Science (PCM)	04
03	TGT Science (CBZ)	02
04	Hindi Teacher	05
05	Sanskrit Teacher	06
06	Physical Education Teacher	06

The details guidelines, duties and responsibilities, terms and conditions , eligibility criteria, honorarium , selection procedure, application form, date and venue for Walk-in-Interview can be obtained from the District Website:- www.kendujhar.odisha.gov.in or from Notice Board of the District Welfare Office, Keonjhar during the Office hours.

The last date of receipt of application in the Office of the District Welfare Office, Keonjhar is ~~06.09.2024~~ **up to 05 PM** by Regd. Post/ Speed Post only. Applications received after due date shall not be considered. Application received through Courier Service/ By hand shall not be accepted. Incomplete applications shall not be considered.


Collector, Keonjhar

GUIDELINES/ ADVISORY FOR HIRING OF GUEST TEACHERS FOR SSD DEPTT SCHOOLS

A-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 works as to be assigned by the Headmaster/ Headmistress/ Principal.

B-Terms and Conditions:

1. Guest teacher engaged, would have no claim or right for appointment on a regular basis nor will they be a part of the cadre of teachers of ST&SC Development Department.
2. Working hours and period duration shall be as per the school time table.
3. 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.
4. 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.
5. 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 District Welfare Officer, Keonjhar.
6. Maximum age for Guest Teacher at the time of engagement shall be **Sixty Two(62) years (As on 01.08.2024)** and the retired teacher engaged as Guest Teacher shall be disengaged on attaining the age of **Sixty Five(65) years**.
7. A Guest teacher unauthorizedly remaining absent and not taking classes for a continuous period of 15 days or more deemed to be terminated and he shall never be entertained further.

C-Eligibility Criteria:

(1)TGT ARTS

Bachelor Degree in Arts/ Commerce or a Shastri(Sanskrit) Degree from a recognized University with two School subjects (School subjects as defined in the proviso hereunder) from a recognized University having 50% marks in aggregate and Bachelor in Education (BE.) / 3 years Integrated BEd.-MED. from a NCTE recognized institution.

OR

4 years Integrated BA.BEd. from a NCTE recognized institution with two School subjects (School subjects as defined in the proviso hereunder) from a recognized University having 50% marks in aggregate .

Provided that:

In any case the candidate must have passed the Bachelor Degree with any two school subjects offered as Pass / Honours / Elective/ Optional / Compulsory subject out of the following:-

English, Odia, Hindi, Sanskrit, History , Geography, Economics, Political Science, Indian Economy, Landmarks in Indian History, Indian Geography, Indian Polity

(2) TGT SCIENCE

Bachelor Degree in Science/ B.Tech/ B.E. with two School subjects (School subjects as defined in the proviso hereunder) from a recognized University having 50% marks in aggregate and Bachelor in Education (BEd.) / 3 years Integrated BEd.-MED. from a NCTE recognized institution.

OR

4 years Integrated BSc.BEd. from a NCTE recognized institution with two School subjects (School subjects as defined in the proviso hereunder) from a recognized University having 50% marks in aggregate

Provided that:

In any case the candidate must have passed the Bachelor Degree with any two school subjects offered as Pass / Honors / Elective/ Optional / Compulsory subject out of the following:

- (a) For Trained Graduate Teacher- Science (PCM) : Physics , Chemistry, Mathematics
- (b) For Trained Graduate Teacher- Science (CBZ) : Chemistry, Botany, Zoology , Biology , Biotechnology

(3) HINDI TEACHER

Bachelor's Degree from a recognized University with Hindi as one of the Elective / Optional/Honours/ Pass subject from a recognized University with minimum 50% marks in aggregate

AND

One of the following Training qualifications

- (a) Hindi Shikshan Parangat from Kendriya Hindi Sansthan, Agra.
- (b) B.H.Ed. , a course prescribed by NCTE from a recognized University / Institution.
- (c) B.Ed. in Hindi , a course prescribed by NCTE, from Dakshin Bharat Hindi Prachar Sabha, Madras.

OR

Bachelor's Degree from a recognized University with minimum 50% marks in aggregate with one of the following qualifications.

- (a) Rastrabhasa Ratna from Rastrabhasa Prachar Samiti, Wardha.
- (b) Shastri (Hindi) from Odisha Rastrabhasa Parishad, Puri.
- (c) Snataka (Acquired by June-2005, the date upto which the temporary recognition has been granted) from Hindi Shiksha Samiti, Odisha, Cuttack

AND

One of the following Training qualification:

- (a) Hindi Shikshan Parangat from Kendriya Hindi Sansthan, Agra.
- (b) B.H.Ed. , a course prescribed by NCTE from a recognized University / Institution.
- (c) B.Ed. in Hindi , a course prescribed by NCTE, from Dakshin Bharat Hindi Prachar Sabha, Madras.

(4) SANSKRIT TEACHER

Bachelor's Degree with Sanskrit as one of the Elective / Optional/Honours/ Pass subject from a recognized University with minimum 50% marks in aggregate and Shiksha Shastri (Sanskrit) a course prescribed by NCTE from a recognized University / Institution

OR

Shastri (Sanskrit) with minimum 50% marks in aggregate from recognized University and Shiksha Shastri (Sanskrit) a course prescribed by NCTE from a recognized University / Institution

(5) PHYSICAL EDUCATION TEACHER

+2 or its equivalent examination from a recognized institution with minimum 50% marks in aggregate and C.PEd./ B.PEd./ M.PEd. from a recognized Board/ University.

- Preference should be given to the retired teachers and candidates having teaching experience.
- The candidate must be a citizen of India.
- The candidate must be able to speak, read and write Odia and must have passed the High School Certificate Examination or equivalent with Odia as principal subject or passed Odia Test Examination to M.E. School standard conducted by the School & Mass Education Department , Odisha.
- The candidate must bear a good moral character.

D-Honorarium:

1. A guest teacher shall take maximum forty (40) classes in a month.
2. A (PET) Guest Teacher will be paid Rs.300/- per class/period and not exceeding Rs.12,000/- in a month and the (TGT/ Hindi/ Sanskrit) Guest Teacher will be paid Rs.400/- per class/period and not exceeding Rs.16,000/- in a month.

E-Mode of Selection:

- I. The available vacancies against the sanctioned post of the specific school(s) shall be assessed at district level by the DWO, Keonjhar.
- II. At the District level a Selection Committee shall be constituted with members such as DWO, C.I. of Schools, D.I. of Schools, HMs of the schools and a subject teacher in the respective subject.
- III. The selection committee shall select the candidates with reference to the eligibility criteria as mentioned at Para C of this Advisory and as per the following norms and

- a. 50% career weightage (50 marks)=1st Div.-50 marks, 2nd Div. with minimum 50% marks-30 marks
- b. 30% teaching experience (30 marks)=1year-10 marks, 2 years-20 marks, 3 years and above-30 marks
- c. 20% interview (20 marks).

Total 100 marks

The verification of Original Certificates and Walk-in-Interview of the eligible candidates for the posts of Guest Teachers shall be conducted at Govt.(SSD) High School, Naranpur on 25.09.2024 from 10.00 AM to 05 PM.

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 Training /BED as the case may be should get preference.

The selection committee shall prepare a panel of candidates securing 50 or above marks in the selection process as mentioned in sub Para III of Para E of this Advisory for engaging 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 1 (one) year from the date of approval.

The approved list of selected candidates and the empanelled list shall be approved by the District Collector.

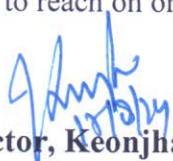
The Collector, Keonjhar reserves the right for cancellation/ modification of this advertisement and increase or decrease the notified vacancies without assigning any reason thereof.

ENCLOSURES TO BE ATTACHED WITH THE APPLICATION FORM

- (i) Self attested photo copies of certificates showing Academic Qualifications with Mark Sheets.
- (ii) Self attested photo copies of BEd./ Training certificates and mark sheets.
- (iii) Self attested photo copy of NCTE/ Equivalency approval to be attached in case of candidates who have passed BEd./ Training from outside Odisha.
- (iv) Self attested photo copies of OSSTET pass certificate if available.
- (v) Self attested photo copies of Teaching Experience certificate / Service Certificate if any.
- (vi) 2 nos. of self attested recent passport size colour photographs with white background signed by the candidate in the front side out of which one has to be pasted in the appropriate space provided in the application form and another should be firmly tagged with the application form.

Category & Name of the post applied for and this Office Advertisement No 2667 /SSD/ Dt 21.08.2024 should be superscripted in bold capital letters on the cover containing the application form. No TA/ DA will be paid to the candidates for their travel in connection with the verification of original certificates or interview.

Complete application in all respect along with above enclosure should be sent in a closed cover addressed to the **District Welfare Officer, Keonjhar, AT-Collectorate Campus, PO- Keonjhargarh, District-Keonjhar, PIN-758001, Odisha** by Registered Post/Speed Post only so as to reach on or before 06.09.2024 up to 05 PM.


Collector, Keonjhar

APPLICATION FORM FOR THE POST OF GUEST TEACHER

(ST&SC DEVELOPMENT, M&BCW DEPTT., DIST-KEONJHAR)

Affix passport
size
Photograph

To

The District Welfare Officer, Keonjhar

**CATEGORY OF THE POST APPLIED FOR:- (Put \sqrt mark)
(Advertisement No.2667 /SSD/Dated. 21.08.2024)**

TGT (Arts)	TGT Science-PCM	TGT Science-CBZ	Hindi	Sanskrit	PET
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(TO BE FILLED IN CAPITAL LETTERS)

1. Full Name of the candidate: _____

2. Name of the Father / Husband _____

3. **Permanent Address:-**

AT- _____ PO- _____

VIA- _____ District- _____ State _____

PIN- Mobile No. _____

4. **Present Address:-**

AT- _____ PO- _____

VIA- _____ District- _____ State _____

PIN-

5. **Whether ST/SC/SEBC/OBC/ Fresh candidate/ Retired Teacher** _____

6. **Gender:** Male Female (Put \sqrt mark)

7. **Date of Birth (As recorded in Matric Certificate) :-** _____

8. **Age as on 01.08.2024 :-** _____ Years _____ Months _____ Days

9. **Educational qualification:-**

Sl. No.	Name of the Examination	Year of passing	Name of Board/University	Full Marks (without extra optional)	Mark secured (without extra optional)	% of marks secured

10. **Teaching Experience if any (Copy of Experience Certificate / Service Certificate to be attached):-**

N.B.- (i) Marks secured in Extra optional/ Ancillary/ Foundation subject should not be included for calculation.

List of the enclosures:

DECLARATION

I do hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and based upon documentary evidence. I carefully read the details of Advertisement /Notice and declared that, I fulfil all the conditions of eligibility prescribed for the post. In case of any of the statements / particulars is /are found to be incorrect during or after the selection my candidature for the said post will be cancelled / forfeited and I shall be responsible for this in each and every aspects.

**Signature of the applicant
Date:**