

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE: SUBARNAPUR
(ST & SC DEVELOPMENT SECTION)
(dwo-subarnapur@gov.in/dwo-subarnapur@gmail.com)

No. 1232

Date. 25/07/2023

NOTIFICATION

Applications in prescribed form are invited from the eligible candidates including Retired Teachers of Subarnapur District for engagement as **GUEST TEACHER against the vacancies of the following teaching posts** available in different Educational institutions functioning under ST & SC Development Department in Subarnapur District under following terms and conditions.

Sl. No.	Name of the Post	Number of Vacancies	Eligibility
1.	PGT (English) (Higher Secondary Level)	1	Post Graduate in English with minimum 50% Marks in aggregate with B.Ed
2.	B.A.B. Ed (Secondary Level)	2	B.A with minimum 50% Marks in aggregate with B.Ed
3.	MCT (Elementary Level)	27	Matriculation/ +2 Arts/Science with minimum 50% Marks in aggregate with C.T OR B.A/ B.Sc with minimum 50% Marks in aggregate with B.Ed.

TERMS AND CONDITIONS:

1. The engagement shall be purely on Temporary basis with Maximum Honorarium of Rs.12,000/- only and Rs.16,000/- only per month for Elementary Level and Secondary Level respectively. The rate of Honorarium per class for imparting teaching in Elementary Level and Secondary Level shall be Rs.300/- only and Rs.400/-Only respectively.
2. On engagement as Guest teacher, he/she shall have no claim or right for appointment on a regular basis .
3. The Working hours and duration of period shall be as per the school time table.
4. The engagement of Guest teacher/ teachers shall stand cancelled automatically soon after appointment of regular/ contractual teacher/teachers against the vacant post and further continuance of the guest teacher/teachers shall solely depend upon the decision of the appropriate authority.
5. The Guest Teacher so engaged shall be responsible for correction and evaluation work of the concerned subject in the school for which he/she shall not have any right to claim extra honorarium.
6. The performance of the teacher will be reviewed on regular basis. If performance any teacher is found to be dis-satisfactory or is found to be engaged in such activities which may be considered as an act of misconduct, he/she shall be disengaged by the appropriate authority without assigning any reasons thereof .
7. The Maximum age for engagement of Guest Teacher as on the date of application shall be Sixty two (62) years. However, the retired teacher who is engaged as Guest Teacher shall be disengaged on attaining the age of Sixty five (65) years.
8. A guest Teacher, if found absented himself/herself unauthorizedly and found to be not imparting teaching in the assigned classes for a maximum continuous period of 15 days

- shall be deemed to have been terminated and in no circumstances his/her further request for continuance as Guest teacher shall be entertained.
9. Selected candidates shall have to perform his/her duties by abiding all the rules and regulations of residential school managed by ST& SC Dev. Deptt. Govt. of Odisha.
 10. The undersigned reserves right to cancel the interview in part/ whole and disengage the candidature without prior notice or without assigning any reason thereof.
 11. No T.A/D.A will be provided for attending this interview.
 12. All Correspondence will be made to the candidates through the district website i.e- www.subarnapur.nic.in only.

Duties and Responsibilities:

13. Teacher, if selected being found eligible otherwise shall have to discharge the following duties:
 - a) He/She shall Impart teaching of respective subject as per syllabus.
 - b) He/She shall be responsible for timely correction of class as well as home assignments, test papers, projects etc.
 - c) He/She shall be responsible for setting up of question papers for various tests and exams.
 - d) He/She shall be responsible for preparation of lesson plans and maintenance of academic records of students.
 - e) He/She shall be responsible for Preparation of students curricular/co-curricular activities etc.
 - f) He/She shall be engaged to perform invigilation duty/evaluation work as and when assigned with such duties.
 - g) He/She shall perform any other work assigned by the Headmaster/Principal as and when required.

Eligibility Criteria:

14. a) For Class I to VI- Candidates must have passed Matric/ +2 Arts/ Science with minimum 50% marks in aggregate with CT.
- b) For Class VII to X- Candidates must have passed BA/B.Sc. with minimum 50% marks in aggregate with B.Ed.
- c) For Class XI & XII- Candidates must have passed Post Graduate in any faculty with respective subject to be eligible for imparting teaching the specific subject/subjects with minimum 50% marks in aggregate with B.Ed..
- d) Preference will be given to the retired teachers and candidates having teaching experience.

15. Mode of Selection

1. The entire selection procedure will be decided by the Selection Committee.
2. The Selection Committee will select the candidates with reference to the eligibility criteria as mentioned in this notification and as per following norms:
 - a) 50% career weightage (50 marks) : Candidates having passed with 1st divn. Shall be awarded with career weightage 50 Marks and that of the candidates having passed with 2nd divn. with minimum 50% marks shall be awarded with career weightage 30 marks.
 - b) 30% teaching experience (30 marks) : Candidates having teaching experience for 1 year/2 years/3 years & above shall be awarded with 10 marks, 20 marks and 30 marks respectively.

c) 20% Interview-20 marks

Total – 100 Marks

3. The selection committee shall prepare a panel of candidates securing 50 or above marks during selection process as mentioned at Point No: 2 of Mode of Selection which shall be approved by the Collector, Subarnapur which will be valid for 01(One) year only from the date of approval. Whenever vacancy of guest teacher arises on account of his/her dis-engagement for whatsoever the reason may be, engagement of guest teacher/teachers shall be made out of the empaneled list within the validity period of the empaneled list eligible candidates.

Ten (10) months of teaching experience should be treated as a year and 10 marks will be awarded for each year of experience which shall be limited to 30 marks even though the candidate/candidates has/have acquired more than 3 years of teaching experience. While computation of marks by selection committee if the total marks scored by two or more candidates found to be equal, then the candidate scoring higher percentage of marks in CT or B. Ed, as the case may be, will get preference for selection.

After scrutiny of the Certificates, the eligible candidates will be informed to attend the walk-in-interview to be taken up by the Selection Committee of Experts comprising of DWO, Inspector of Schools (SSD), DI of Schools (SSD), HM of the school and a subject Teacher. After conduct of the Walk-in-interview, the selected candidates will be intimated for their engagement through District website i.e – www.subarnapur.nic.in.

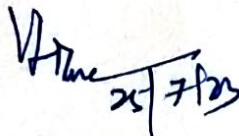
Interested candidates may apply on the prescribed form (enclosed as Annexure-I) along with self-attested copies of Academic Certificates with Mark Sheets, Experience Certificates (In any) to the District Welfare Officer, Subarnapur by **Speed Post & Registered Post** only on or before **10.08.2023** during office hour. Application, if received after the specified time limit shall not be acceptable. Incomplete applications shall not be considered and shall be liable for rejection. All applications should be super scribed with **"APPLICATION FOR THE POST OF GUEST TEACHER INDICATING THE SPECIFIC POST"** on the top of the Envelope. The undersigned shall not be responsible for any postal delay.


Collector, Subarnapur

Memo No. 1233

Date: 25.07.2023.

Copy forwarded to the District Informatics Officer, NIC, Subarnapur for information and necessary action. He is requested to display the Advertisement in the District Website for wide publications.


Collector, Subarnapur

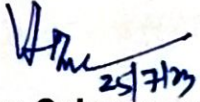
Memo No: 1234

Date: 25.07.2023

Copy forwarded to the District Inspector of Schools (SSD), ~~Salangir~~ / Inspector of Schools (SSD), ~~Kandhamal~~ for information and necessary action.

Copy forwarded to the District Employment Officer, Subarnapur/ District Education Officer, Subarnapur/ D.I. & P.R.O., Subarnapur/ All Block Development Officers of Subarnapur district for information and necessary action. They are requested to display the advertisement in their office Notice Board for wide publications.

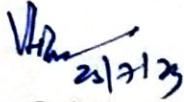
Copy to Notice Board of Collectorate, Subarnapur.


Collector, Subarnapur

Memo No: 1235

Date: 25.07.2023

Copy submitted to the Joint Director, ST & SC Development Department, Odisha, Bhubaneswar for information with reference to his letter No. 364 dated. 13.01.2023.


Collector, Subarnapur

APPLICATION FORM FOR GUEST TEACHER IN DIFFERENT SSD SCHOOLS OF SUBARNAPUR DISTRICT

CATEGORY OF POST: PGT (English)/ B.A B. Ed/ / MCT
(Mention Category)

Please affix
Passport size
photograph

- Name of the Candidate: _____
- Father's/Husband's Name: _____
- Address for Correspondence : At: _____ PO: _____
PS: _____ District : _____
- Permanent Address: At: _____ PO: _____
PS: _____ District : _____
- Contact Number (Whatsapp): _____ Any alternative
Number _____
- Date of Birth : _____ / _____ / _____
(in figure) _____
- Nationality : _____ Caste : UR ☐ / SEBC ☐ / SC ☐ / ST ☐
- Sex : Male ☐ / Female ☐ Marital Status : Married ☐ / Unmarried ☐
- Educational Qualification:

Qualification	Subjects Taken	Name of the Board University	Year of Passing	Maximum Mark	Marks Obtained	% of Marks
HSC						
+2 Sc./ Arts						
Graduation						
Post-Graduation						
B. Ed.						
C.T						
OTHERS						

10. Experience in the field of Teaching from any recognized Institute / State Board Institute.

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 Notification and do hereby declare that I fulfill 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.

Date :

Place :

Full Signature of the Candidate