



OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, BOUDH

(ST & SC Development Section)

Email Id. dwobdh@gmail.com

No. 1872 / Date 06-09-24

**ADVERTISEMENT**

Applications are hereby invited from the eligible candidates and Retired Teachers for the following posts for engagement as Guest Teacher on purely temporary basis with Honorarium maximum up to Rs. 16,000/- for Secondary Level in a month in different SSD Schools of Boudh district.

Sl No.	Name of the School	Name of the Post	Number of Vacancy	Eligibility
1	Gopabandhu Govt.High School Harekrushnapur.	Sanskrit	01	Bachelor's Degree with Sanskrit as one of the electives/optional / Honours subjects from a recognized university with minimum 50% marks in aggregate and Shiksha Shastri (Sanskrit) a course prescribed by NCTE, from a recognized University /Institute, with Bed and OSSTET qualification.

Interested candidates are required to apply on the application form (in Annexure -I) along with a set of Self attested copies of Academic Qualification Certificates with mark sheets, Experience Certificates (if any) to the District Welfare Officer, Boudh by **Speed Post/ Registered Post** only on or before 21-09-24 by 5 PM. The application received after the due date will not be entertained. The Applicant should super scribe on the top of the Envelop as "**APPLICATION FOR THE POST OF GUEST TEACHER" FOR SANSKRIT**."

After scrutiny of the Certificates, the eligible candidates will be informed to attend the walk-in-interview to be taken up by a selection committee of Experts comprising of DWO, CI of Schools, DI of Schools, HM of the School and a subject Teacher through District website i.e. [www.boudh.odisha.gov.in](http://www.boudh.odisha.gov.in) to attend the interview. After the Walk-in-interview the selected candidates will also be intimated through District website for their engagement.

The Maximum age for Guest Teacher at the time of engagement shall be Sixty-Two (62) years & the retired teacher engaged as Guest Teacher shall be disengaged on attaining the age of sixty-five (65) years.

**Documents required to be attached with the application form: -**

- Self attested photo copy of certificate showing academic qualification with mark sheet.
- Self attested photo copy of NCTE / RCI approval to be attached in case of candidates who have passed BED from outside ODISHA.
- Self attested photo copy of OSSTET & OTET Pass certificate.
- Self attested photo copy of valid Caste Certificate (as per guideline of R & DM Deptt.) issued by the concerned Revenue Authorities.
- Self attested photo copy of valid Resident Certificate (as per guideline of R & DM Deptt.) issued by the concerned Tahasildar.
- Self Attested photo copy of certificates for physically Handicapped Persons /Ex Service man and sports pension certificate.
- 3 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 pasted in the appropriate space provided in the application form and other two should be firmly tagged with the application form.
- Experience certificate, if any.



## Advisory for hiring of Guest Teachers for SSD Department Schools

### A-Duties and Responsibilities of Guest Teachers:

Teachers appointed as Guest Faculty will discharge the following duties:

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

### B-Terms and Conditions: -

- 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 SSD Deptt.
- Working hours and period of duration shall be as per the school time table.
- 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.
- 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.
- 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 District Welfare Officer.
- The 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).
- 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/she shall never be entertained further.

### C- Eligibility Criteria: -

- Preference will be given to the retired teachers and candidates having teaching experience.
- Sanskrit Teacher Bachelor's Degree with Sanskrit as one of the electives/optional / Honours subjects from a recognized university with minimum 50% marks in aggregate and Shiksha Shastri (Sanskrit) a course prescribed by NCTE, from a recognized University /Institute.  
Or
- Shastri (Sanskrit) with minimum 50 marks in aggregate from a recognized university and Shiksha Shastri (Sanskrit), a course prescribed by NCTE from a recognized University Institution.



**D- Honorarium: -**

- I. A Guest Teacher shall take maximum forty (40) classes in a month.
- II. A Guest Teacher will be paid Rs. 400/- per class/period and not exceeding Rs. 16,000/- in a month.


**E - Mode of Selection**

- I. At the district level a selection committee shall be constituted with members such as DWO, CI of Schools, HM of the school and a subject teacher in the respective subject.
- II. The selection committee will select the candidates with reference to the eligibility criteria as mentioned at para-C of this advisory and as per following norms:
  - a. 50% career weightage (50 marks) = 1<sup>st</sup> 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 years -20 marks, 3 years 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 minimum 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.
- III. The selection committee shall prepare a panel of candidates securing 50 or above marks in the selection process as mentioned in sub para II of para-E of this advisory for engaging them as and when required, when a Guest Teacher is disengaged or he/she quits the assignment, The impaneled list will be valid for 1 (one) year from the date of approval.
- IV. The approved list of selected candidates and the empaneled list shall be approved by the District Collector.
- V. Selected candidates will have to perform his/her duties by abiding all the rules and regulations of a residential school managed by ST & SC Dev. Deptt. Govt. of Odisha.
- VI. The undersigned reserves right to cancel the interview in part/ whole and disengage the candidature without prior notice or assigning any reason thereof.
- VII. Any correspondence will be made through district website i.e. [www.boudh.nic.in](http://www.boudh.nic.in) only
- VIII. No T.A/D. A will be given for attending this interview.

  
6/9/2024  
Collector & District Magistrate  
Boudh  
**COLLECTOR**  
**BOUDH**



Memo No. 1873

Date: 06-09-24

Copy along with enclosures submitted to all the Block Development Officers of this District for kind information with a request to publish the notification in the block offices as well as concerned GPs.

Copy forwarded to the C.I of Schools (SSD), Kandhamal/ D.I of Schools (SSD), Kandhamal for information and necessary action.


Copy to office Notice Board.

  
District Welfare Officer,  
Boudh

Memo No. 1874

Date: 06-09-24


Copy along with enclosures forwarded to the DeGM, Boudh for information. He is requested to publish the Notification in the District website [www.boudh.odisha.gov.in](http://www.boudh.odisha.gov.in) for wide publication.

  
District Welfare Officer,  
Boudh

Memo No. 1875

Date: 06-09-24

Copy submitted to the Joint Director, ST & SC Dev. Deptt., Odisha, Bhubaneswar for kind information with reference to Deptt. Letter no. 364 dated 13.01.2023.

  
District Welfare Officer,  
Boudh

**Documents required to be attached with the application form:**

- a. Self attested photo copy of certificate showing academic qualification with mark sheet.
- b. Self attested photo copy of M.T.E / A.C.T approval in case of candidates who have passed B.E.D from a private agency.
- c. Self attested photo copy of O.S.T.E.T / O.S.T. Pass certificate.
- d. Self attested photo copy of valid Caste Certificate (as per guideline of R & DM Deptt.) issued by the concerned Revenue Authorities.
- e. Self attested photo copy of valid Resident Certificate (as per guideline of R & DM Deptt.) issued by the concerned Revenue Authorities.
- f. Self Attached photo copy of certificates for physically Handicapped Persons / Ex Service man and sports person certificates.
- g. 3 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 pasted in the appropriate space provided in the application form and other two should be firmly tagged with the application form.
- h. Experience certificate, if any.

**APPLICATION FORM FOR GUEST TEACHER IN GOPABANDHU GOVT.HIGHSCHOOL  
HAREKRUSHNAPUR SSD SCHOOL UNDER ST & SC DEVELOPMENT DEPARTMENT OF BOUDH  
DISTRICT**

POST APPLIED FOR SANSKRIT : \_\_\_\_\_

Space for  
Passport size  
photograph

1. Name of the Candidate: \_\_\_\_\_

2. Father's/Husband's Name: \_\_\_\_\_

3. Address for Correspondence: At: \_\_\_\_\_ PO: \_\_\_\_\_

PS: \_\_\_\_\_ Dist: \_\_\_\_\_

4. Permanent Address: At: \_\_\_\_\_ PO: \_\_\_\_\_

PS: \_\_\_\_\_ Dist: \_\_\_\_\_

5. Contact Number (What's App): \_\_\_\_\_

Any alternative number: \_\_\_\_\_

6. Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ (in figure)

\_\_\_\_\_

7. Nationality: \_\_\_\_\_ Category: UR / OBC / SC / ST

8. Sex: Ma ☐ / Female ☐ Marital Status: Marrie ☐ / Unmarrie ☐

9. Educational Qualification:

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

**N.B.- mark secured in Extra optional / Ancillary / Foundation subjects should not be included for calculation.**

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

11. **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