



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KALAHANDI**  
(Welfare Section)

Phone No. (06670) 230553, email: dwo.kalahandi@gmail.com

No. 2337

Date: 29.10.2024

**NOTIFICATION**

Applications are hereby invited from the eligible candidates and Retired Teachers of Kalahandi District for the following posts for engagement as Guest Teacher on purely Temporary basis with Honorarium Rs.16,000/- per month in different SSD, Higher Secondary Schools of Kalahandi district.

Sl. No.	Name of the Post	Number of Vacancies	Eligibility
1	PGT, Odia	3	PG in subject concerned with minimum 50% Marks in aggregate with B.Ed.
2	PGT, English	3	
3	PGT, Economics	2	
4	PGT, Pol. Science	3	
5	PGT, History	3	
6	PGT, Sociology	3	
7	PGT, Education	3	

**The School wise vacancy position has been enclosed at Annexure-II.**

Interested candidates are required to apply on the Bio Data 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, Kalahandi by Speed Post /Registered Post only on or before **15.11.2024** 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 AS ABOVE FOR GUEST TEACHER**".

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 through District website i.e [www.kalahandi.odisha.gov.in](http://www.kalahandi.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 limit of engagement for the guest faculty shall be 62 (Sixty two) and the retired teacher engaged as the guest faculty under the provision will be disengaged on attaining the age of 65 (Sixty five).

**A-Duties and Responsibilities of Guest Faculty:**

**Teachers appointed as Guest Faculty will discharge the following duties:**

- 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.

**B-Terms and Conditions:-**

- I. 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.
- II. Working hours and period of duration shall be as per the school time table.
- III. 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.
- IV. 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.
- V. 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.
- VI. The Maximum age for Guest Teacher at the time of disengagement shall be Sixty Two (62) & the retired teacher engaged as Guest Teacher shall be disengaged on attaining the age of sixty five (65)
- VII. 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:-**

- a) For Class XI to XII – PG in subject concerned with minimum 50% marks in aggregate with B.Ed.
- b) Preference will be given to the retired teachers and candidates having teaching experience.



#### **D- Honorarium:-**

1. A Guest teacher shall take maximum forty (40) classes in a month.
2. A Guest teacher will be paid Rs. 400/- per class/period and not exceeding Rs.16000/- per month.

#### **Documents Required:**

1. Self-attested Xerox copies of all the certificate s and mark sheets from HSC onwards along with the filled in application form (**Annexure-I**).
2. Two recent colour passport size photograph of the candidate, one is to be pasted on the application form and another one in separate envelop to be enclosed along with the documents.
3. All the original certificates and mark sheets from HSC onwards must be verified with the candidates for verification at the time of Walk-in interview.
4. If any candidate has experience in his/her concerned field or in any reputed institutions, the certificate in original must be produced before the committee.
5. One identity and address proof of the candidate is to be submitted.
6. Self-attested, Xerox copy of Aadhaar card and front page Bank Passbook.
7. Valid Residence Certificate of Kalahandi District issued on or after 01.01.2024 must be produced along with documents.

#### **Mode of Selection:**

1. Preference will be given to the retired teachers and candidates having teaching experience.
2. The entire selection procedure will be decided by the Selection Committee.
3. 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) = 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 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, candidates scoring higher percentage of marks in CT or B.Ed as the case may be will get preference.



4. 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.
5. The undersigned reserves right to cancel the interview in part/ whole and disengage the candidature without prior notice or assigning any reason thereof.
6. No T.A/D.A will be given for attending this interview.

  
**District Welfare Officer**  
**Kalahandi**

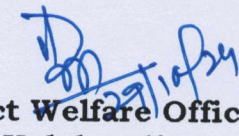
**Memo No. 3338**      **Date 29.10.2024**

Copy along with enclosures forwarded to P.A. ITDA, Th.Rampur at Bhawanipatna Kalahandi for information and publication.

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

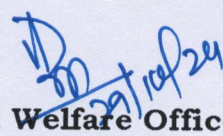
Copy to the C.I. of Schools (SSD) Kalahandi/ D.I. of Schools (SSD) Kalahandi for information and necessary action.

Copy to Office Notice Board.

  
**District Welfare Officer**  
**Kalahandi**

**Memo No. 3339**      **Date 29.10.2024**

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

  
**District Welfare Officer**  
**Kalahandi**

**Memo No. 3340**      **Date 29.10.2024**


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

  
**District Welfare Officer**  
**Kalahandi**



## Annexure-I

Sl. No.	Name of the Govt. SSD Higher Secondary School	Name of the Post and vacancy							Total
		PGT, Odia	PGT, English	PGT, Economics	PGT, Pol. Science	PGT, History	PGT, Sociology	PGT, Education	
1	Govt. SSD Girls High School, Jayantpur	1	0	0	1	1	1	1	5
2	Govt. SSD High School, Dhamanpur	1	0	1	1	1	1	1	6
3	Govt. SSD High School, Ampani	1	0	1	1	1	1	1	6
4	Govt. SSD High School, Kuruguda	0	1	0	0	0	0	0	1
5	Govt. SSD High School, Khaliabhata	0	1	0	0	0	0	0	1
6	Govt. SSD High School, Gopalpur	0	1	0	0	0	0	0	1
Total		3	3	2	3	3	3	3	20

  
District Welfare Officer  
Kalahandi



**APPLICATION FORM FOR GUEST TEACHER IN DIFFERENT SSD SCHOOLS UNDER ST  
& SC DEVELOPMENT DEPARTMENT OF KALAHANDI DISTRICT**

POST APPLIED FOR MCT/IAC/ISC CT/ TGT (Arts) / TGT (Science)

: \_\_\_\_\_ (mention subject)

NAME OF THE SCHOOL OPTED FOR:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

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(whatsapp): \_\_\_\_\_ Any alternative  
number: \_\_\_\_\_

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

7. Nationality : \_\_\_\_\_ Caste: UR ☐ / OBC ☐ / SC ☐ / ST ☐

8. Sex : Male ☐ / Female ☐ Marital Status : Married ☐ / Unmarried ☐

9. Educational Qualification :

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

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

11. Any Correspondence will be made through district website i.e [www.rayagada.nic.in](http://www.rayagada.nic.in) only

12. 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