

OFFICE OF THE COLLECTOR, BALASORE
(ST & SC DEVELOPMENT SECTION)

Notification No. 91 Date. 10-07-2023

In pursuant to Govt. in ST & SC Development, M & BWC Department, Letter no.364/13.01.2023, applications are invited in prescribed forms (Annexure-A) for the post of guest teacher against the 09 vacancies in SSD High Schools and 12 vacancies in Sevashram and Ashram School of Balasore District . The Engagement will be made on purely temporary basis & liable for termination at any time without any notice or assigning any reason.

Vacancy in SSD Sevashram and Ashram Schools

Sl No.	Category of School	Vacancies
01	Sevashram and Ashram School	12

Vacancy in SSD High Schools

Sl No.	SSD High School	Guest Teachers required against the post		
		TGT (Arts)	TGT (CBZ)	Total
01	11 Nos. of SSD High Schools	07	02	09

The detail notification and the selection criteria may be obtained from the Notice Board of the District Welfare Office, Balasore/ Block Office/ GP Office and District Website: www.baleswar.nic.in. The candidates download the notification and application format accordingly. The interested candidates are requested to send their Bio-Data in prescribed format (in Annexure-I) along with self-attested copies of Academic Qualification Certificates, Mark Sheets, Experience Certificate (if any) to the Office District Welfare Office, Balasore, by Speed Post / Regd. Post. latest by 26.07.23 by 5.00 PM. The application received after due date shall not be accepted. Incomplete applications shall not be considered and liable for rejection. The applicant should super scribe on the top of the Envelop as "APPLICATION FOR THE POST OF GUEST TEACHER INDICATING THE SPECIFIC POST". The undersigned shall not be responsible for any postal delay.

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 District Welfare Officer, Inspector of Schools (SSD), DI of Schools (SSD), HM of the School and a subject Teacher in the respective subject.

The merit list will be published in the Notice Board of the DWO, Balasore and District Website: www.baleswar.nic.in. The selected candidate will be intimated over their Phone/Postal address / Email about their engagement.


Collector-cum-Chairman,
Balasore

A-Duties and Responsibility of Guest Teachers :

Teacher appointed as a 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 Test and Exams.
- (d) Preparation of lesson plans and maintaining academic records of Student.
- (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.

B-Terms and conditions:

- I. Guest teacher engaged, would have no claim or right for appointment on a regular basis, nor will be a part of the cadre teachers of SSD Deptt.
- II. Working hours and period duration shall be as per the school time table.
- III. The engagement of 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 schools and he/she will not be entitled for extra honorarium for such work.
- V. The performance of the teacher will be reviewed 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.
- VI. 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).
- VII.A Guest Teacher Unauthorizedly remaining and not taking classes for a continuous period of 15 days or more deemed to be terminated and shall never be entertained further.

C-Eligibility Criteria :

- (a) For Class I to VII (Sevashram & Ashram School) Matric/ +2 Arts/ Science with 50% mark in aggregate with CT.
- (b) For Class VIII to X- BA/ BSc with minimum 50% mark in agreegate with BEd.

D-Honorarium :

- I. A Guest teacher shall take maximum forty (40) classes in a month.
- II. A Guest teacher will be paid Rs. 300/- per class/ period at elementary level and not exceeding Rs. 12000/- in a month. At Secondary level the guest teacher will be paid Rs. 400/- per class/ period and not exceeding Rs. 16000/- 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.
- II. School wise requirement of guest teachers shall be displayed in the notice board of district level offices/ block office/ GP office for wide publicity and obtaining applications from the interested candidates. A walk in interview date shall be fixed and communicated in the said notice with time and venue. The walk in interview shall be attended by the candidates those who have submitted applications at least two days before the date fixed for walk in interview. Without prior application no candidate shall be allowed to attend the interview on the spot.
- III. At the district level a selection committee shall be constituted with members such as DWO, CI of schools, DI of Schools, HM of the school and a subject teacher in the respective subject.
- IV. The selection committee shall select the candidates with reference to the eligibility criteria as mentioned at para C of the Advisory and as per the following norms.
 - a. 50% career weightage (50 marks) = 1st div- 50 marks, 2nd 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 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 CT or Bed as the case may be should get preference.

- V. The selection committee shall prepare a panel of candidates securing 50 or above marks in the selection process as mentioned in Sub- Para IV 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.
- VI. The approved list of selected candidates and the empanelled list shall be approved by the District Collector.

Important Instructions

1. The undersigned reserves right to cancel and modify the advertisement and increase or decrease of posts without assigning any reason thereof.
2. Selected candidates shall have perform his/ her duties by abiding all the rules and regulations of a residential school managed by ST & SC Development Department.
3. No TA/DA will be paid to the candidates for their travel in connection with the advertisement for certificate verification / for any other purpose.


Collector, Balasore

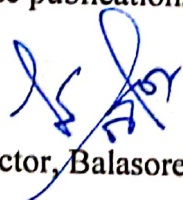
Memo No. 1296 dt. 10-07-23

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


Collector, Balasore

Memo No. 1296 dt. 10-07-23

Copy forwarded to the District Employment Officer, Balasore/ All Block Development Officer, Balasore for information and necessary action. They are requested to display the Advertisement/ Notification in their Notice Board for wide publications.


Collector, Balasore

APPLICATION FORM FOR GUEST FACULTY IN SSD SCHOOLS, BALASORE**POSTAPPLIEDFOR**

MATRIC CT/ BA Bed/ BSc BED: _____ (mention subject)

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) _____ Age as on _____
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	Division Secured
HSC							
C.T							
Graduation							
B.Ed.							
Total:-							

10. Whether Teacher Eligibility Test Passed/ Not Passed _____ (mention the test)

11. Teaching Experience (If any):

Post Held	Name of the Institution	Whether recognised	Period of Service	No. of completed Years and Months	Subject Taken

12. Teaching experience (in Year):

13. *Any Correspondence will be made through website/ WhatsApp number only*

14. **Declaration:** It is hereby declared by me that the above furnished statements are true to the best of my knowledge and belief. If any false/forged will be found at the time of verification or in future then the authority can take any disciplinary action against me and it will be abided without any objection.

Date:

Place:

Full Signature of the Candidate

Whatsapp Contact No.

Emai.id.