



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, GANJAM**  
**(ST & SC DEV., M&BCW SECTION)**

No. 4886

Dt. 18.11.2023

**NOTIFICATION**

**FOR HIRING OF SUBJECT TEACHERS (MATHEMATICS, ENGLISH AND SCIENCE) FOR 8<sup>TH</sup>, 9<sup>TH</sup> & 10<sup>TH</sup> STUDENTS FOR ANWESHA HOSTELS**

In pursuance to L.No.- 21649 dt. 16.10.2023 of the Govt. in SSD., M&BCW Deptt., applications are invited from the interested eligible candidates for hiring as Subject Teachers (Mathematics, English and Science) for 8<sup>TH</sup>, 9<sup>TH</sup> & 10<sup>TH</sup> students of ANWESHA Hostels through walk in interview and career marking. The details of requirement of subject teachers and eligible criteria is mentioned below:

Sl.No.	Name of ANWESHA Building	Requirement of subject teachers	Eligibility criteria	Honorarium	Mode of selection
1	Ambapua, (near K.V), Berhampur (Girls-2, boys-1)	Math – 3 No. English-3 No. Science- 3 No.	a. BA/BSc with minimum 50% marks in aggregate with B.Ed. b. The candidates should have passed BSc/BA with honors in the specific subject (For example-in science –Honors in Chemistry, Physics/Botany/ Zoology is required.	A subject teacher will be paid Rs. 12,000/- in a month	Through walk in interview and career marking
2	Bhabinarayanpur, Berhampur (Boys-1, Girls-1)	Math – 2 No. English-2 No. Science- 2 No.	c. Minimum 2 years of experience of teaching English Medium students.		
3	Bhanjanagar (Boys-1,Girls-1)	Math – 2 No. English-2 No. Science- 2 No.			

**Total Post- Math-07, English-07 & Science -07**

**A. Eligibility Criteria**

- BA/BSc with minimum 50% marks in aggregate with B.Ed.
- The candidates should have passed BSc/BA with honors in the specific subject (For example-in science –Honors in Chemistry, Physics/Botany/ Zoology is required).
- Minimum 2 years of experience of teaching English Medium students.

The interested candidates fulfilling the eligibility criteria as mentioned above may submit the filled in application form as enclosed in Annexure –A along with the required documents either Speed post or Regd. Post only. He also submit a self addressed envelope with postage stamp for Regd.post for correspondence. The envelope containing the filled in application form and required documents should be super scribed with "Application for the post \_\_\_\_\_ Subject teacher" and it should be addressed to **The District Welfare Officer, Ganjam, Chatrapur, PIN-761020**. The applications must reach to the above office **on or before 4<sup>th</sup> Dec-2023** and any application received after the dateline shall not be considered. No candidate shall be allowed to attend the walk in interview without his/her application being received within the dateline.

- d. After scrutiny the selected students shall be called for interview and the date of interview will be intimated latter on.

**B. Mode of selection:**

The marks will be assigned to the candidates in the following manner and on the basis of the marks secured by the candidates the merit list will be prepared.

Sl.No.	Percentage	Marks
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)	
<b>Total</b>	<b>100 marks</b>	

- a. 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. The experience certificate must have been duly issued by an educational institution where the candidate was teaching. It should bear the issue number, date and signature with seal of the head of the educational institution.
- b. The merit list of the candidates will be prepared as per the marks secured by them out of 100 as elaborated above.
- c. If the total mark scored by two or more candidates is same, candidate scoring higher percentage of marks in CT or B.Ed. as the case may be, shall be given preference.
- d. The empanelled list will be valid for one (1) year from the date of approval.

**C. Duties and responsibilities of Guest Teachers:**

- Teaching of concerned subject as per syllabus of CBSE board.
- 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 records of students.
- Preparing students for curricular/co-curricular activities etc.
- Any other work as to be assigned by the district authority /SSD department.

**D. Terms and Conditions:**

- Subject 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 duration shall be of 3-4 hrs.
- The engagement of these subject teachers will automatically come to an end once the contractual period is over.
- An assessment of the performance of the Subject Teachers hired may be done by the same committee on a regular basis and an annual appraisal at the end of the academic

- V. Maximum age for Subject Teacher at the time of engagement shall be 26 to 45.
- VI. A Subject 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.

**E. Honorarium:**

1. A Subject teacher will be paid Rs. 12,000/- in a month.

**By Orders of Collector, Ganjam**

**District Welfare Officer,  
Ganjam, Chatrapur.**

**Memo No. 4887 /SSD**

**Date 18/11/2023**

Copy to the District Informatics Officer, NIC, Collectorate, Ganjam for kind information with a request to hoist the advertisement in the District website on today i.e 18.11.2023.

**District Welfare Officer,  
Ganjam, Chatrapur.**

**Memo No. 4888 /SSD**

**Date 18/11/2023**

Copy to all BDOs of Ganjam District for kind information with request to display this advertisement in their office notice board also on G.P Office Notice board for wide publicity.

Copy forwarded to the ADM, Ganjam Chatrapur, for favour of kind information with request to display this advertisement in the notice board of Collectorate, Ganjam for wide publicity.

Copy forwarded to the Sub Collector, Berhampur, Chatrapur & Bhanjanagar for favour of kind information with request to display this advertisement in their office notice board for wide publicity.

Copy forwarded to all the District level Officers of Ganjam District for favour of kind information with request to display this advertisement in their office notice board for wide publicity.

Copy forwarded to the principals of partner English Medium Schools, calling for applications from suitable candidates who have at least 2 years teaching experience of English medium children in the specific subject.

**District Welfare Officer,  
Ganjam, Chatrapur.**

**Memo No. 4889 /SSD**

**Date 18/11/2023**

Copy to the C.I. of Schools & D.I. of Schools (SZ), Kandhamal for favour of kind information and necessary action.

**District Welfare Officer,  
Ganjam, Chatrapur.**

**Memo No. 4890 /SSD**

**Date 18/11/2023**

Copy submitted to the Joint Director, ST & SC Development, M&BCW Department for favour of kind information and necessary action.

**APPLICATION FORM.**

CATEGORY OF POST APPLIED FOR \_\_\_\_\_  
 (Notification No. \_\_\_\_\_ / Dt \_\_\_\_\_)

Affix passport

Size

photograph

To

The District Welfare Officer,  
 Ganjam, Chatrapur.

1. Full name of the candidate. (in Block Capital Letters) : \_\_\_\_\_

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

3. Permanent Address. : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 PIN - \_\_\_\_\_, Contact No. - \_\_\_\_\_

4. Present Address. (for correspondence) : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 PIN - \_\_\_\_\_, Contact No. - \_\_\_\_\_

5. Gender. (Male / Female) : \_\_\_\_\_

6. Date of Birth as recorded in the Matriculation certificate. : \_\_\_\_\_

YY

MM

DD

7. Age as on **01.07.2023** Years

8. Educational Qualification. : \_\_\_\_\_  
 (Attach self-attested xerox copy of certificates and mark sheets)

Name of the Examination	Year of Passing	Board/ University	Full Marks (without extra optional)	Marks secured. (without extra optional)	Percentage of marks secured
1	2	3	4	5	6
10 <sup>th</sup>					
+2					
+3					
P.G.					
B.Ed.					

10. Teaching experience (in years) : \_\_\_\_\_
11. Document to be enclosed in support of the data provided under item above.

**DECLARATION**

I do hereby declare that all the particulars given in this application are true, complete and correct to the best of my knowledge and belief. I have read the details in the advertisement notice and do hereby declare that I fulfil 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.

Place :  
Date :

Signature of the candidate.