



ସରକାରୀ ସ୍ୱୟଂଶାସିତ ମହାବିଦ୍ୟାଳୟ, ରାଉରକେଲା

ପ୍ଲଟ. ଅ.- ପାନପୋଷ, ବି- ସୁନ୍ଦରଗଡ଼, ଓଡ଼ିଶା - ୭୬୯୦୦୪, ଦୂରଭାଷ- ୦୬୭୧-୩୫୦୨୪୧୮

GOVERNMENT AUTONOMOUS COLLEGE, ROURKELA

AT/PO- PANPOSH, DIST- SUNDARGARH, ODISHA - 769004, PHONE NO. 0661-3502418

Email - principalgacr@gmail.com Website - www.gacrkl.ac.in

No. 1909 /GACR

Dt. 31.05.25

ENGAGEMENT OF GUEST FACULTIES FOR SESSION 2025-26

Document verification for engagement of Guest Faculties in different subjects for Govt. Higher Secondary School, Rourkela will be done as per the schedule given below for the Session 2025-26 in the college premises vide letter No. 6819, Dt. 28.05.2025, Directorate of Higher Secondary Education, Odisha, Bhubaneswar.

The desirable candidates having 50% marks in Masters degree or Equivalent grade can attend document verification for non-B.Ed subjects (Commerce, Education, Logic, Psychology, Sociology and Statistics) and for other subjects 50% marks in Masters Degree or Equivalent grade with B.Ed. is essential. Candidates are required to visit the College website www.gacrkl.ac.in and download the PROFORMA for Guest Faculties. The duly filled in proforma must be submitted with relevant documents (self-attested photocopies of certificates, marksheet (10th onwards), experience (if any) & original certificates for verification before the Board as per the schedule Date and Time.

DATE	SUBJECTS			REPORTING TIME
17.06.2025	CHEMISTRY	LOGIC	ECONOMICS	11:00 AM to 12:00 PM
	MATHEMATICS	PSYCHOLOGY	SOCIOLOGY	
	PHYSICS	ODIA	ENGLISH	
	BOTANY	HINDI	EDUCATION	
	ZOOLOGY	HISTORY	INFO. TECH.	
	STATISTICS	POL. SC	BIO. TECH. COMMERCE	

Candidates arriving late will not be allowed.

N.B.

- Preference will be given to Retired Govt, College or HSS teachers of same institution /other Govt colleges/HSS/aided college or HSS who have not completed 65 years of age and having pre-retirement performance up to the mark.
- The authority reserves the right to cancel/ change the notice without assigning any reason thereof.
- All engagements are purely temporary for Academic Session, 2025-26 only & can be terminated at any time without assigning any reason thereof.
- The engagement & remuneration is governed by the guidelines of Directorate of Higher Secondary Education, Odisha, Bhubaneswar from time to time.
- No TA/DA will be paid for attending the interview.


Principal

Government Autonomous College, Rourkela

Memo No. 1908 /GACR. Dt. 31.05.25

Copy to College Website/ Notice Board/ Heads of the concerned Departments/ Academic Bursar/ Administrative Bursar/ Guest Faculty file/ Section Officer/ Principal's file for information and necessary action.


Principal

Government Autonomous College, Rourkela



APPLICATION FORM FOR GUEST FACULTY (SESSION, 2025-26)
GOVERNMENT HIGHER SECONDARY SCHOOL, ROURKELA

SUBJECT/ DEPARTMENT _____

1. APPLICANT INFORMATION

a	CANDIDATE NAME (IN BLOCK LETTERS)		PASTE HERE COLOUR PASS PORT SIZE PHOTO
b	FATHER'S NAME		
c	CONTACT NO.		
d	DATE OF BIRTH		
e	EMAIL ID		
f	AADHAAR CARD NO.		

2. ACADEMIC DETAILS

SL. NO.	NAME OF EXAM PASSED	NAME OF BOARD/ UNIVERSITY	YEAR OF PASSING	TOTAL MARK/ SGPA	MARK SECURED/ CGPA	% of MARKS	DIVISION
a	Master Degree						
b	B. Ed						
c	Bachelor Degree						
d	12 th / +2						
e	10 th / HSC						
f	Computer Course						

Additional Qualification, (if any) _____

3. EXPERIENCE

	COLLEGE/ INSTITUTE NAME	STREAM	MONTHS/ YEAR

4. ADDRESS

DECLARATION

I hereby declare that the above given information is correct to the best of my knowledge and belief.

Date: _____

Place: _____

Full Signature of Candidate

Encl: Self attested photocopies of Academic, Experience, Aadhaar.

DIRECTORATE OF HIGHER SECONDARY EDUCATION, ODISHA

JANASIKSHYA BHAWAN, UNIT-V, BHUBANESWAR-751001

PH: 0674-2390939/2390639 (O), EMAIL ID: dhse.odisha@gmail.com

File No.: DHSE-GFEI-MISC-0021-2025 (U)/KELA 6819

Date: 28.5.25

From

Sri Raghuram R. Iyer, IAS
Director

To

The Principals of Govt. & Govt. Upgraded Higher Secondary Schools.

Sub: Guidelines for Engagement of Guest Faculty in Govt. & Govt.
Upgraded Higher Secondary Schools during the Academic Session 2025-26.

Madam/ Sir,

In enclosing here with the Guidelines for Engagement of Guest Faculty in Govt. & Govt. Upgraded Higher Secondary Schools during the Academic Session 2025-26 duly approved by the Government in School & Mass Education Department vide letter No. 13266/SME dated 09.05.2025, I am to say the following:

1. The engagement of Guest Faculty will be made through open advertisement. The preference in selection will be given as stipulated in the guidelines.
2. The process for engagement of Guest Faculty for 2025-26 as per the new guidelines may be initiated as per the given schedule.

Sl. No.	Activity	Date line
1.	Publication of Advertisement	By 30.05.2025
2	Certificate Verification & Publication of selection list	By 17.06.2025
3	Issuance of Engagement Order	By 18.06.2025
4	Engagement of Guest Faculty	20.06.2025 or Re-opening of School after Summer Vacation whichever is earlier.

3. The selection of all Guest Faculties must be completed by **18th June 2025**.
4. The Guest Faculties so selected may take classes till closure of Schools for next summer vacation 2025-26 or posting of PGT in the school whichever is earlier.

Yours faithfully

[Signature]
28/5/25
Director




Memo No.

6820

Date: 28.5.25

Copy forwarded to the Additional Secretary to Government, School & Mass Education
Department for information with reference to Govt. Letter No. 13266/SME dated 09.05.2025.




Director 28/5/25

Sl. No.	Description	Guidelines				
1	Mode of Engagement	Engagement of Guest faculties will be made through open advertisement following due procedure as detailed below:				
2	Tenure	One year from the date of engagement				
3	No. of Guest faculties to be engaged	<div>-Not more than total existing vacancies vis-a-vis the sanctioned posts.</div> <div>-In upgraded HSS guest faculties are to be engaged in the following subjects only in addition to the compulsory subjects (Odia & English)</div> <table><thead><tr><th>Arts</th><th>Science</th></tr></thead><tbody><tr><td>1.History, 2.Political Science, 3.Economics, 4.Logic/Sociology/Odia</td><td>1.Physics 2.Chemistry, 3.Mathematics 4.Biology</td></tr></tbody></table> <div>-For Commerce Stream two Guest Faculties shall be engaged for all the subjects i.e Accountancy, BSM, BMS, Banking & Insurance /Cost Accountancy</div> <div>-In case of HSSs having two streams, only one Guest Faculty shall be engaged in each Compulsory subject i.e. Odia & English.</div> <div>-For subjects in which students have enrolled without having sanctioned teaching post</div>	Arts	Science	1.History, 2.Political Science, 3.Economics, 4.Logic/Sociology/Odia	1.Physics 2.Chemistry, 3.Mathematics 4.Biology
Arts	Science					
1.History, 2.Political Science, 3.Economics, 4.Logic/Sociology/Odia	1.Physics 2.Chemistry, 3.Mathematics 4.Biology					
4	Preference & Procedure of selection	<u>Selection is to be made as per the following order of preference</u> <div><div>i.</div><div>Retired Government College/HSS teachers of the same institution who have not completed 65 years of age, if their pre-retirement performance was up to the mark.</div></div> <div><div>ii.</div><div>Retired teachers of other Government College/HSS who have not completed 65 years of age. If availability of such retired teachers exceeds the requirement, the Principal will select the most suitable one.</div></div> <div><div>iii.</div><div>Retired teachers of Aided College/HSS who have not completed 65 years of age and who were in receipt of GIA from Government. If availability of such retired teachers exceeds the requirement, the Principal will select the most suitable one.</div></div> <div><div>iv.</div><div>Fresh candidates will be selected as per merit by the following selection procedure given below in the event of non-availability of retired teachers.</div></div>				
5		<u>Method of selection of Fresh Candidates</u>				
I	Selection Committee	<u>(A) For Govt. HSS:</u> <div><div>1.</div><div>Principal of HSS- Chairman</div></div> <div><div>2.</div><div>DEO or his representative such as (ADEO/Sr.BEO/BEO) - Member</div></div> <div><div>3.</div><div>One Sr. faculty nominated by Principal- Member</div></div> <div><div>4.</div><div>One subject expert from same HSS-Member</div></div>				

		(If there is no teacher in that subject then the teacher/retired teacher from the nearby Govt.HSS or the teacher/retired teacher from the nearby non-Govt. Aided HSS as decided by the Principal) (B) For Upgraded Govt. HSS 1. DEO or his representative such as (ADEO/ Sr. BEO/BEO) – Chairman 2. Principal(I/C) – Member 3. One Sr. faculty nominated by DEO- Member (Teacher/retired teacher from the nearby Govt. HSS or teacher / retired teacher from the nearby non-Govt. Aided HSS as decided by the DEO) 4. One subject expert- Member (Teacher / Retired teacher from the nearby Govt. HSS or teacher / retired teacher from the nearby non-Govt. aided HSS as decided by the DEO)	
II	Qualification	- Master's Degree in the concerned subject with at least 50% marks or equivalent grade - B.Ed. or equivalent degree recognized by NCTE, New Delhi,in case of B.Ed. subjects.	
III	Total Marks	- Career , Teaching Experience & Basic Computer Knowledge in Computer Application -100 marks	
IV	Career marking		
	Ph.D	0	
	NET	0	
	M.Phil	0	
	Master's Degree	25 marks	<u>Marks will be calculated as mentioned below:</u> - If a candidate secures 80%, it will be calculated as 8 out of 10 (+2 & HSC or equivalent), 12 out of 15 (Bachelor's Degree), 20 out of 25 (Master's Degree & B.Ed.)& 40 out of 50 (Non B.Ed. subjects & non availability of B.Ed. candidates) keeping in view the % of marks secured by the candidate in the examination as specified in column No. 5 (IV) out of the full marks of the said examination. - In case of Non-B.Ed. subjects i.e. Anthropology, Commerce, Education, Geology, Logic, Psychology, Sociology, Statistics & Home Science / Non-availability of B.Ed. candidates, the mark for Master's degree will be calculated out of 50 Marks.
	B.Ed.	25 marks	
	Bachelor's Degree	15 marks	
	+2 or equivalent	10 marks	
	HSC or equivalent	10 marks	

	Basic knowledge in Computer application	5 marks
	Teaching Experience	2 marks for each year of experience subject to maximum-10 marks
6	Remuneration	Rs.400/- per class / lecture of 45 minutes duration subject to a ceiling of maximum 50 classes with Rs. 20000/- per month.
7	Disengagement	<ul style="list-style-type: none"> - The Guest faculties shall be disengaged: - Every year during the start of summer vacation. - By giving one month notice if their performance is not satisfactory. - Upon joining of regular teachers against the said vacant post.
8	Undertaking format	Annexure-A

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ANNEXURE-1

TO WHOMSOEVER IT MAY CONCERN

I Shri/Smt./Ms _____ S/D/W/o. _____ aged about _____ years on being engaged as Guest Faculty by Principal, _____ Higher Secondary School, do hereby certify that I fully understand the temporary nature of my engagement as Guest Faculty. Being a temporary engagement, I will not claim for regularization of my services in future.

Place:

Full Signature

Date:

Name:

Witness:

- 1.
- 2.

Seal & Signature of the Principal of the HSS