



ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ, ଚମାଖଣ୍ଡି

ODISHA ADARSHA VIDYALAYA, CHAMAKHANDI

AT/PO-CHAMAKHANDI, VIA: MATIKHALO, BLOCK-CHATRAPUR,

DIST:GANJAM (O) PIN: 761045, ☎ 9438663040(Office)

(UNDER SCHOOL & MASS EDUCATION DEPT. GOVT. OF ODISHA)

✉ nodaloavgm@gmail.com, oavchamakhandictp@gmail.com & chhatarpur@oav.edu.in

CBSE Affiliation No- 1520186. U-DISE Code-21190602953



Letter No- 003/OAVCHA/DNO/FILE-03/2026

Date: 13/03/2026

To

The District Information Officer

NIC, Ganjam

Chhatrapur

Sub: Request for uploading of Advertisement No. 001/OAVCHA/DNO/FILE-03/2026 dated 13.03.2026 regarding engagement of Part-Time Contractual Teachers in different OAVs of Ganjam District.

Sir/Madam,

With reference to the subject cited above, I am to inform you that the advertisement for engagement of **Part-Time Contractual Teachers** in different **Odisha Adarsha Vidyalayas (OAVs)** of **Ganjam District** has been duly approved by the **Hon'ble Collector & District Magistrate, Ganjam**.

In this regard, I am enclosing herewith a copy of **Advertisement No. 001/OAVCHA/DNO/FILE-03/2026 dated 13.03.2026**, along with the **instructions to the applicants and the sample application form**, with a request to kindly upload the same on the **District Web Portal on 13.03.2026** for wide circulation and information of the general public.

This may kindly be treated as **most urgent**.

Thanking you.

Yours faithfully,

Nodal Principal

OAVs of Ganjam District
Odisha Adarsha Vidyalaya
Ganjam

Date: 13/03/2026

No- 004/OAVCHA/DNO/FILE-03/2026

Copy to :-

1. The State Project Director, OAVS, Bhubaneswar for favour of kind information and necessary action.
2. The collector-cum- chairperson of OAVs of Ganjam for favour of kind information and necessary action.
3. The District Education Officer, Ganjam for favour kind information and necessary action.

NODAL PRINCIPAL

OAVs of Ganjam District
Nodal Principal
Odisha Adarsha Vidyalaya
Ganjam

Date: 13/03/2026



ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ, ଚମାଖଣ୍ଡି

ODISHA ADARSHA VIDYALAYA, CHAMAKHANDI

AT/PO-CHAMAKHANDI, VIA: MATIKHALO, BLOCK-CHATRAPUR,

DIST:GANJAM (O) PIN: 761045, ☎ 9438663040(Office)

(UNDER SCHOOL & MASS EDUCATION DEPT. GOVT. OF ODISHA)

✉ nodaloavgm@gmail.com, oavchamakhandictp@gmail.com & chhatarpur@oav.edu.in

CBSE Affiliation No- 1520186. U-DISE Code-21190602953



Letter No- 001/OAVCHA/DNO/FILE-03/2026

Date: 13/03/2026

ADVERTISEMENT

Applications are invited from eligible candidates for engagement as **Part-Time Contractual Teachers** in different **Odisha Adarsha Vidyalayas (OAVs) of Ganjam District** for the following posts:

PGT: Mathematics, English, Biology, Physics, Chemistry, Commerce, Economics and Computer Science.

TGT: Mathematics, English, Hindi, Sanskrit, Odia, Social Science and Science.

The detailed **eligibility criteria, application format, remuneration structure and other terms & conditions** are available on the official website of Ganjam District: www.ganjam.nic.in.

The **duly filled-in application form** along with **self-attested copies of all relevant supporting documents** must reach the undersigned **only through Registered Post / Speed Post** on or before **28.03.2026** at the following address: **Nodal School, Odisha Adarsha Vidyalaya, Chamakhandi, Chhatrapur, Ganjam District, Odisha, PIN-761045**

Applications received **after the due date or through any other mode** will not be entertained.

For **document verification, objection compliance and ascertainment of suitability**, the candidates are required to appear at **Odisha Adarsha Vidyalaya, Chamakhandi, Chhatrapur** as per the schedule mentioned below:

- **TGT Applicants: 16.04.2026 at 10:30 AM**
- **PGT Applicants: 17.04.2026 at 10:30 AM**

Candidates must report at the venue with all original documents for verification. Candidates who remain absent during the scheduled document verification shall be considered ineligible for the post.

The undersigned reserves the **right to cancel, modify or alter the selection process** without assigning any reason thereof.

By Order of Collector & DM, Ganjam

Nodal Principal

OAVs, Ganjam District

Nodal Principal

Odisha Adarsha Vidyalaya

Ganjam

Encl: As stated above



ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ, ଚମାଖଣ୍ଡି

ODISHA ADARSHA VIDYALAYA, CHAMAKHANDI

AT/PO-CHAMAKHANDI, VIA: MATIKHALO, BLOCK-CHATRAPUR,

DIST:GANJAM (O) PIN: 761045, ☎ 9438663040(Office)

(UNDER SCHOOL & MASS EDUCATION DEPT. GOVT. OF ODISHA)

✉ nodaloavgm@gmail.com, oavchamakhandictp@gmail.com & chhatarpur@oav.edu.in

CBSE Affiliation No- 1520186. U-DISE Code-21190602953



Letter No- 002/OAVCHA/DNO/FILE-03/2026

Date: 13/03/2026

INSTRUCTIONS TO THE APPLICANTS

1. This advertisement is issued to fill up the vacant posts of **Odisha Adarsha Vidyalayas of Ganjam District** for the smooth functioning of the **Academic Session 2026–27**, pursuant to the guidelines issued vide **OAVS Letter No. 7708/OAVS dated 14.08.2023**. As per the said guidelines, applications in the prescribed format are invited from eligible candidates for the posts of **PGT** (Mathematics, English, Biology, Physics, Chemistry, Commerce, Economics and Computer Science) and **TGT** (Mathematics, English, Hindi, Sanskrit, Odia, Social Science and Science). The posts will be filled up from among the eligible candidates through a **selection process headed by the Collector-cum-Chairman, OAVs, Ganjam**, on merit basis as per the prescribed guidelines.
2. **Type of Engagement:** Part-Time Contractual.
3. **Duration of Engagement:** The engagement shall be **till the joining of regular teachers or till the end of the Academic Session, whichever is earlier**.
4. **Eligibility Criteria:** For **TGT Posts:** Bachelor's Degree (B.A./B.Sc.) with **B.Ed.** For **PGT Posts:** Master's Degree (M.A./M.Sc./M.Com) with **B.Ed.**
5. **Remuneration:** **PGT:** Rs. 25,000/- per month (Consolidated) **TGT:** Rs. 20,000/- per month (Consolidated)
6. **Self-Attested Xerox Copies of Documents to be Attached with the Application Form:**
 - a. Two recent passport size colour photographs
 - b. Voter ID / PAN Card / Aadhaar Card / Any other valid Photo ID Proof
 - c. Matriculation Certificate & Mark Sheet
 - d. Intermediate (+2 / 12th) Certificate & Mark Sheet
 - e. Graduation (B.A./B.Sc.) Certificate & Mark Sheet
 - f. B.Ed. Certificate & Mark Sheet
 - g. Master Degree Certificate & Mark Sheet (for PGT applicants)
7. The **application form duly filled in all respects** along with relevant enclosures should reach the following address: Nodal Principal, Odisha Adarsha Vidyalaya, Chamakhandi, Chhatrapur, Dist: Ganjam, PIN – 761045
8. The application must be sent in a **sealed envelope superscribed as "APPLICATION FOR THE POST OF _____"** through **Registered Post / Speed Post only**.

The last date for receipt of application forms is 28.03.2026. Applications received through any other mode or after the due date shall not be entertained.

13/03/2026
NODAL PRINCIPAL
Nodal Principal
Odisha Adarsha Vidyalaya
Ganjam

FORMAT OF APPLICATION FOR ENGAGEMENT OF PART TIME CONTRACT
TEACHERS IN THE OAVs OF GANJAM DISTRICT

Application for the post of : _____ (A/Y: 2026-27)

1. Name of the Candidate : _____
2. Father's/Husband's Name: _____
3. Gender (Male/Female) : _____
4. Marital Status : _____
(Married/Unmarried)
5. Permanent Address : _____

_____ PIN : _____
6. Address for Communication: _____

_____ PIN : _____
7. Contact No. : _____
8. E-mail ID : _____
9. Date of Birth : _____
(In words) _____
10. Age as on 31.03.2025 : _____

Affix self
attested
passport size
PHOTOGRAPH

11. Educational Qualification :

Name of the Examination passed	Name of the Board/ University	Year of Passing	Total Marks	Marks Secured	Marks Secured (Excluding Extra optional)	% of Marks/ Division/ Class	Remarks

12. Experience if any :

13. List of Self attested photo copy of Documents to be attached along with filled in application.

- a. Three copies of recent colored passport size photograph,
- b. Voter ID/ PAN Card/ Aadhaar Card/ Any other authenticated ID Proof.
- c. Matric Certificate & Mark Sheet.
- d. Intermediate (+2/12th) Certificate & Mark Sheet.
- e. Graduation (B.A/B.Sc/B.Ed) Certificate & Mark Sheet.
- f. Any other Educational & professional Course Certificate & mark sheet.

DECLARATION

I do hereby declare that all statements made above are true, complete and correct to the best of my knowledge and belief. I also do hereby declare that my candidature is liable to be cancelled, if it is found subsequently that the information along with documents submitted by me are false and fabricated.

Place :

Date :

Full Signature of the Candidate



ଓଡ଼ିଶା ଆଦର୍ଶ ବିଦ୍ୟାଳୟ ସଙ୍ଗଠନ
ODISHA ADARSHA VIDYALAYA SANGATHAN
 N-1/9, Nayapali, PO: Sainik School, District- Khurda,
 Bhubaneswar, Odisha- 751005, Website: oav.edu.in
 Email: oavsbsr.od@gov.in/ info@oav.edu.in



No. 7708 /OAVS.

Date: 14.08.2023

File No. 664/2019

From

Ms. Monalisha Panda, OAS (SB)
 OSD, (Admin)

To

All Nodal Principals of OAVs in the State

Sub: Revised Guidelines for Empanelment of Teachers to meet urgencies for OAVs.

Madam/Sir,

Inviting a reference to the subject cited above, I am directed to enclose herewith the Revised Guidelines for Empanelment of Teachers to meet urgencies for OAVs for reference.

You are authorized to fill-up the vacancies lying in your OAVs by following the revised guidelines.

Enclosed: Revised Guidelines

Yours faithfully,

Memo No. 7709 / OAVS Date 14.08.2023

Copy forwarded to the all Principals of OAVs in the State for information & necessary action.

OSD (Admin.) 14.08.2023

Memo No. 7710 / OAVS Date 14.08.2023

Copy forwarded to all the Collector & District Magistrate / District Education Officer, for information & necessary action.

OSD (Admin.) 14.08.20

Memo No. 7711 / OAVS Date 14.08.2023

Copy forwarded to the P.S. to Commissioner-cum-Secretary to Govt., S & ME Department for favour of kind information of the Commissioner-cum-Secretary to Govt.

OSD (Admin.) 14.08.20

Memo No. 7712 / OAVS Date 14.08.2023

Copy forwarded to the A.P.S to Adviser, OAVS for favour of kind information of the Hon'ble Adviser.

OSD (Admin.) 14.08.20

OSD (Admin.) 14.08.2023



OAVS-ESTT-PYMT-0006-2022/3/2023

18/08/2023
 Nodal Principal
 Odisha Adarsha Vidyalaya
 Ganjam

ODISHA ADARSHA VIDYALAYA_ SANGATHAN
N-1/9, NAYAPALLI, PO-SAINIK SCHOOL, BHUBANESWAR-
751005

REVISED GUIDELINES FOR EMPANELMENT OF TEACHERS TO MEET
URGENCIES FOR ODISHA ADARSHA VIDYALAYAS (OAVs)-2023

1. OBJECTIVES:

It has been decided to establish Odisha Adarsha Vidyalaya (OAV) in all blocks of the state. It is decided to raise a panel of retired teachers/ fresher's at district/school point for various posts to meet the urgencies. The scheme has been envisaged keeping in view the exigencies of non-availability of teachers for regular engagement, leave vacancies and such situations arising from times to time.

2. ELIGIBILITY

(A) POST OF PRINCIPAL:

Educational Qualifications and age limit:

Retired Principal of Kendriya Vidyalaya / Jawahar Navodaya Vidyalaya within the maximum age limit of 65 years are eligible.

OR

Retired Joint Director/District Education Officer/inspector of Schools/ Deputy Director/ Officers of equal status within age limit of 65 years having master's Degree from recognized University with at least 45% marks in aggregate & BED (a course Prescribed by NCTE) from an institution recognized by NCTE and affiliated to a Recognized University are eligible.

OR

Retired Readers/Sr, Lectures of Govt. colleges within age limit of 65 years having master degree from a recognized University with a least 45% marks in aggregate and B.ED (a course prescribed by NCTE) from an institution recognized by NCTE and affiliated to a recognized University are eligible.

3 POST OF PGTs/TGTs:

The posts of TGTs, PGTs can be filled up on part time Contractual basis in case any such vacancy exists / arises or when teachers proceed on long leave. Contractual appointments are made till the end of the session or till the regular teacher joins, whichever is earlier.

Teachers engaged on contractual basis, would have no claim or right for appointment on a regular basis nor will they be a part of the cadre of teachers of Odisha Adarsha Vidyalaya Sangathan.

Dr. 18/10/22

Amur

AR-

v) in all
her's at
ne has
ers for
res to

The following must be ensured, while making contractual appointment

- i. The teacher should possess the required educational qualifications prescribed for direct recruitment to the post.
- ii. Minimum and maximum age limit shall be 18 and 65 years respectively.
- iii. She/he would be engaged till such time the regular teacher joins or the end of the academic session, whichever is earlier.
- iv. Candidature of a contractual teacher who has served in a OAV in a year may be considered in subsequent year(s) by selection committee for a fresh appointment as contractual teachers, by following due procedure.
- v. The teachers engaged should be addressed by the Principal in OAVs.

3. Tenure of engagement:

Till such time regular Principal/teachers joins or the end of the academic session whichever is earlier.

4. Documents to be produced by the retired employee:

- a) Self attested copies of all certificates/mark sheets.
- b) Proof of retirement from service.(for retired candidates)
- c) Awards/certificates of merit received during service career.
- d) Two self attested photographs(passport size)
- e) Other relevant documents
- f) Undertaking to be effect that:
 - I. No proceeding is pending against him/her at any level
 - II. He/she has never been convicted by any court of law.
 - III. He is not a member of any political party.
- g) One Identity proof
- h) A declaration to the effect that he/she is receiving full pension. In case of provisional pension, reason to be cited.(for retired candidates)

5. Mode of application:

- a) One advertisement will be floated in the local dailies inviting application from the candidates. The candidates who can conveniently attend the schools in such locations need to apply for empanelment.
- b) The candidate will submit application to the concerned Nodal Principal of the district in the prescribed format along with documents by Registered post/Speed post so as to reach the office within stipulated dateline.

[Signature]
Nodal Principal
Odisha Adarsha Vidyalaya
Ganjam

[Signature]

v. Selection Procedure:

- I. The candidate will be required to appear before the selection board for empanelment. The Board will ascertain the suitability of the candidate.
- II. The Board will consider the career mark for empanelment.
- III. Computation of marks for empanelment of principals and Teachers will be as follows:
 - a) The computation of marks will be made taking 10% of the percentage of marks secured in HSC(without extra optional), Bachelor degree and BED level taken together for TGTs and HSC(without extra optional), Bachelor degree, Master Degree, M.Phil. & PhD and BED level taken together for principals & PGTs. For example: if one candidate has secured 67% in HSC examination, 6.7 marks will be taken into consideration and similarly in bachelor Degree level. If one candidate has secured 67%,62% and 70% in HSC, Bachelor degree and BED examination respectively, his computation of marks will be $6.7+6.2+7.0=19.9$ Since M.Phil. & PhD degree are extra qualification, 5 marks extra for each may be added in computation of marks. The panel will be prepared taking into account marks computed as above.
 - b) The selection committee will finalize the list of selected teachers to be engaged as per the vacancies available in the OAVs in the district. The Nodal Principals indicating the name of the OAV in which he/she is to be engaged will be intimated to the principal & Principal will issue engagement order.
- iv) The engagement of a teacher will automatically come to an end once a regular teacher is appointed/ engaged against the vacant post in OAV. The concerned teacher may be allotted by the Nodal Principal in any other OAV preferably in the concerned block area as per the available Vacancy against sanctioned vacant post.
- v) The Retired teacher, who has been awarded punishment in a vigilance case or Departmental proceeding or criminal Prosecution. Shall not be considered for engagement under the scheme. The retired teachers who has been a

Mer
for
vi) T

vii)

7

Handwritten signature in green ink

Handwritten signature in black ink

Member of any political party after his/her retirement shall also not be eligible for engagement under the scheme.

- vi) The Maximum age limit of such retired teachers shall not exceed 65(sixty five) years. In exceptional cases the selection committee may relax the upper age limit maximum by one more year specifying the reason of such relaxation.
- vii) The Nodal Principals are authorized advertise throughout the year as per requirement in the OAVs of their district, incase of non-availability of teachers in the panel.

7. Execution of agreement -

An Agreement needs to be signed by the selected candidate and OAVs. The agreement should be in duplicate on non-judicial stamp paper of appropriate value. On behalf of OAVS, Principal would sign the agreement. The agreement signed should be strictly complied with and it is the responsibility of the Principal to ensure that agreement is properly executed and the original agreement is kept in her/his custody.

8. Duties and responsibilities of Contractual teachers:

Teachers appointed on contractual basis will discharge following duties

- a) Regular classroom activity/Copy checking.
- b) Invigilation duty/Evaluation work.
- c) Helping students and colleagues in preparation and organization of different curricular /Co-curricular activities in the Vidyalaya.
- d) Any other works assigned by the principal

Tamini


Nodal Principal
Odisha Adarsha Vidyalaya
Ganjam

9. Payment and remuneration to contractual teacher-

Consolidated payment on monthly basis shall be made to the contractual teachers. If regular incumbent joins before completion of one month of the contractual teacher, then the contractual teacher may be assigned some other duty and shall be relieved when he/ she completes the minimum period of one month.

Fund - The payment to all categories i.e. TGT/PGT engaged against the regular vacancy will be met out of School Fund. The Principals to make advance requestion of fund to OAVS for this purpose as per their requirement.

Sl No	Designation	Station	Consolidated pay
1.	Principal	Any	45,000/-
2.	PGT of all subjects	Normal	25,000/-
		Hard/ Very Hard	30,000/-
3.	TGT of all Subjects	Normal	20,000/-
		Hard/ Very Hard	25,000/-

* The list of Hard/ Very Hard station is mentioned in **Annexure- "A"**.

10. Terms and Conditions:

- I. Teachers engaged on contractual basis, would have no claim or right for appointment on a regular basis nor will they be a part of the cadre of teachers of Odisha Adarsha Vidyalayas.
- II. Teacher appointed on contractual basis will not be entitled for vacation pay during Summer/Autumn/Winter Break. Payment shall be calculated on pro rata basis.
- III. Teacher will not be entitled for pay, if remains absent on working day. In case of absence from duty, payment will be calculated on pro rata basis.
- IV. Working hours shall be same as regular teacher
- V. The engagement of these contractual teachers will automatically come to an end once a regular/contractual teacher is appointed/ engaged against the vacant post in OAV. The concerned teacher may be allotted by the District Education Officer in any other OAV preferably in the concerned block area as per the available vacancy against sanctioned vacant post.

Amari

18/02/26

-
- VI. The retired Principal/PGT/TGT will be paid a consolidated remuneration at the rate mentioned above per month and there shall not be any upper limit in taking number of classes. But he or she render service minimum for 20 days in a month excluding public holidays.
 - VII. The teachers engaged should not be allowed to take class on holiday and vacations and they shall not also be engaged in any examination duty except internal examinations of the school.
 - VIII. The teacher so engaged shall also be entrusted with correction and valuation work of the concerned subject in the OAV and he/she shall not be entitled for extra remuneration for such works.
 - IX. The performance of the teacher will be reviewed on regular basis. If any teacher is found to be non-performing or engaged in activities amounting to misconduct he/she shall be disengaged forthwith by principal under intimation to District Education Officer.
 - X. The retired teacher engaged under the scheme shall be treated as disengaged On attaining the age of sixty five unless there is an extension order from the District Education Officer.
 - XI. In terms of Finance Department OM NO. 23689 dated 23.06.2012 contractual Employees shall be eligible (subject to exigencies of Public service) for special leave of 10 days at the time maximum during the period of engagement for one year. The leave will not be carried over to the next year and will lapse on completion of each year of service.
 - XII. Unauthorized absence for a continuous period of 15 days or more will automatically terminate his/her engagement.
 - XIII. The temporarily engaged personnel shall be entitled to travelling allowance and daily allowance @ of the corresponding rank in regular Govt. Service When he/she discharge official duty/responsibility.

11. Selection Board:

The selection board will be constituted under the chairmanship of collector.

- | | |
|----------------------------------|-------------------|
| I. Collector | Chairman |
| II. Nodal Principal | - Member Convenor |
| III. DEO/Representative of DEO | Member |
| IV. Any Principal of NVS/KVS | Member |
| V. Subject expert for TGTs/ PGTs | Member |

Amur

18/07/26
 Nodal Principal
 Odisha Adarsha Vidyalaya
 Ganjam

12. Validity Of Panel:

The Panel will be valid for one year. The district selection board can revalidate the panel on exigencies.

The engagement of retired teachers does not confer any right of engagement.

13. Special Provision:

- I) Relaxation of B.Ed. qualification - In the absence of suitable candidates with B.Ed. Degrees, in Hard/ Very Hard station candidates with following qualifications may be considered in different categories without B.Ed. qualification-
 - a) Post Graduate with 60% marks in Science subjects and 55% in Humanities subjects may be considered for the posts of PGTs, if suitable candidates with B.Ed. are not available.
 - b) Similarly in the case of TGT, B.Sc. with 60% marks and BA with 55% marks may be considered for appointment on part-time contractual basis if suitable candidates with B.Ed. are not available.
- II) Relaxation in CTET - In the absence of CTET qualified candidate, candidate without CTET qualification may be considered if otherwise eligible.

[Handwritten signature]

[Handwritten signature]