



OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, SUNDARGARH
(ST & SC DEV. SECTION)

E-Mail - dwosundargarh@gmail.com

Letter No. 2807 / ST & SC Dev.

Date. 01/09/2026

Advertisement for selection of Guest Teachers

Applications are invited for selection of candidates to be engaged as Guest Teachers against the existing vacancies of different teaching posts as mentioned below:

Sl. No.	Name of the Post	No of vacancies to be filled up
1	PGT Maths	1
2	PGT Zoology	3
3	PGT Chemistry	2
4	PGT Botany	1
5	PGT Physics	1
6	TGT Science (PCM)	1
7	TGT Science (CBZ)	1
8	Hindi Tr.	2
9	Sanskrit Tr.	2

A. Minimum Eligibility criteria:

- For class IX & X:** BA/BSc/BCom with minimum 50% marks in aggregate and passing in B.Ed.
- For Class-XI and XII:** Post Graduation (Master's Degree) in the subject concerned with minimum 50% marks in aggregate and passing in B.Ed. In case B.Ed. candidates are not available, non-B.Ed. candidates can be considered.

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 xerox copies of required documents either by post/ by hand or through courier service. The envelope containing the filled-in application form and the required documents should be superscribed with, "Application for the Post of Guest Teacher" and it should be addressed to the **District Welfare Officer (DWO) Sundaragada, Dist-Sundaragada, Pin-770001.**

Applications must reach the office of the undersigned on or before **19.09.2026**; any application received after this deadline will not be considered. Candidates who do not meet the eligibility criteria will be excluded from the selection process.



After receipt of applications, verification of original documents/certificates will be held in the office of the DWO on **22.09.2026** from **10:30 AM** onwards. Persons submitting applications within the stipulated date shall only be allowed to participate in the verification process.

The engagement is subjected to the following conditions:

B. Mode of Selection:

I. Eligible persons fulfilling the minimum eligibility criteria would be selected as per the following norms:

- **Academic weightage:** 70 marks as per the calculation indicated in table-1 below.
- **Training weightage:** 30 marks as per the calculation indicated in table-2 below.

Table-1: Weightage for Academic Performance (Maximum 70 Marks)

Sl No.	Class Category	Qualification	80% & above	75 to 79%	70 to 74%	65 to 69%	60 to 64%	55 to 59%	50 to 54%
1	2	3	4	5	6	7	8	9	10
1	IX-X	Plus 3	70	65	60	55	50	45	40
2	XI-XII	PG	70	65	60	55	50	45	40

Table-2: Weightage for Training (Maximum 30 Marks)

SL No.	Class Category	Training	80% & above	70 to 79%	60 to 69%	50 to 59%	Less than 50%
1	2	3	4	5	6	7	8
1	IX-X	B.Ed	30	25	20	15	10
2	XI-XII	B.Ed	30	25	20	15	10

II. A list of selected candidates as per the total marks calculated above will be empanelled for the purpose of hiring their services as guest teachers.

C. Duties and Responsibilities of Guest Teacher:

- Teaching the students in classroom in the concerned subject as per syllabus.
- Timely correction of assignments, test papers, projects etc.
- Any other works such as hostel responsibility, official work of the office of the Headmaster/ Principal **shall not** be entrusted to any guest teacher.

D. Terms and Conditions:

- Services of guest teachers may be hired only against a sanctioned vacant post, till joining of regular teacher or for a particular academic year, whichever is earlier.
- Guest teachers shall have no claim or right for appointment on a regular basis or contractual basis at any point of time nor will be a part of the cadre of teachers of SSD Department.
- Working hours and period duration shall be as per the school timetable.

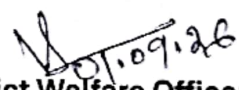
4. Hiring of services of a guest teacher shall automatically come to an end once a regular/contractual teacher is appointed/ engaged against the vacant post or as and when the appropriate authority decides so.
5. The performance of a guest teacher shall be reviewed on regular basis every month by the concerned Headmaster/Principal. If his/her performance is found to be not satisfactory, he/she should be disallowed immediately by the Headmaster/ Principal and intimate the DWO for sponsoring another guest faculty.
6. Services of a guest teacher shall automatically come to an end, if he/she remains absent unauthorizedly continuously for a period of seven days.
7. Any guest teacher involved in any activities amounting to misconduct or creating disturbances in the school shall immediately be disallowed by the Headmaster under intimation to the DWO.
8. Guest teachers shall not be allowed to stay in the school premises after the official working hours of the school, nor they shall be provided any accommodation in the school or hostel premises.
9. Maximum age of 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).

E. Honorarium:

Suitable candidates after engagement are entitled to receive an amount of Rs. 400/- (Four Hundred rupees only) per class per subject to maximum of Rs.16000/- (Sixteen Thousand Rupees) per month (For maximum of forty classes).

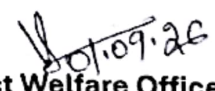
F. Tenure:

The engagement is purely temporary in nature. Their services may be terminated at any time without assigning any reason thereof. They will render services for this academic year i.e. 2026-27 or till the appointment of a regular PGT/TGT/Hindi Tr./Sanskrit Tr. by the SC/ST Development department whichever is earlier.


District Welfare Officer
Sundaragada

Memo No. 2808 / ST & SC Dev. Date. 01/09/26

Copy to the DeGM, OSWAN, Sundaragada for kind information with a request to make necessary arrangement to publish the advertisement in the district website.


District Welfare Officer
Sundaragada

Memo No. 2809 / ST & SC Dev. Date. 01/09/26

1. Copy forwarded to all BDOs of Sundaragada district for kind information with a request to make necessary arrangement to display this corrigendum in their office notice boards and also on GP Office notice boards for wide publicity.

2. Copy submitted to the ADM (Gen), Sundaragada for kind information with a request to make necessary arrangement to display this corrigendum in the notice board of Collectorate, Sundaragada.
3. Copy submitted to the P.A., ITDAs, Sundaragada /Panposh /Bonai for kind information with a request to make necessary arrangement to display this corrigendum in their office notice boards.


District Welfare Officer
Sundaragada

APPLICATION FORM

To,

The District Welfare Officer,
Sundaragada.

Affix Passport Size
Photo

CATEGORY OF POST APPLIED FOR: _____

(Notification No. _____ /Dt. _____)

1. Full name of the candidate: _____
(in Block Capital Letters)
2. Father's/Husband's name: _____
3. Permanent Address with Mob No.: _____
4. Present Address (for correspondence) with Mob No.: _____
5. Whether retired teacher (Yes / No): _____
6. Gender (Male / Female): _____
7. Date of Birth as recorded in the Matriculation certificate: _____
8. Age as on 31.08.2026: __ Years __ Months __ Days
9. Educational Qualification: _____

Sl No.	Name of the Examination	Year of Passing	Board/ University	Full Marks (without extra optional)	Marks secured (without extra optional)	Percentage of marks secured
1	10th					
2	+2					
3	+3					
4	B.Ed.					
5	PG					

(Attach xerox copy of certificates and mark sheets duly attested)

10. Documents to be enclosed in support of the data provided under item no. - 3, 4 and 9.

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 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: _____