

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

No. 2522 / SSD. Dt. 19th July, 2019.

Applications in prescribed form are invited from the eligible candidates for engagement in the various posts under different category in Ekalavya Model Residential School, Bhawanipur / Laing / Lahunipara of Sundargarh District managed by Odisha Model Tribal Education Society (OMTES) under ST & SC Dev. Deptt. The engagement will be purely on contractual basis and the contracts will be executed through the Odisha Model Tribal Education Society (OMTES).

Sl. No.	Category of Posts	No. of vacancy	UR
1	2	3	4
<b>EMRS, Bhawanipur</b>			
1	Principal	1	1
2	Post Graduate Teacher, Physics	1	1
3	Post Graduate Teacher, Mathematics	1	1
4	Post Graduate Teacher, Zoology	1	1
5	Post Graduate Teacher, Botany	1	1
6	Post Graduate Teacher, Chemistry	1	1
7	Post Graduate Teacher, Odiya	1	1
8	Trained Graduate Teacher, English	1	1
9	Accountant	1	1
10	Catering Assistant	1	1
<b>EMRS Laing</b>			
1	Post Graduate Teacher, Mathematics	1	1
2	Post Graduate Teacher, Physics	1	1
3	Post Graduate Teacher, Zoology	1	1
<b>EMRS Lahunipara</b>			
1	Post Graduate Teacher, Chemistry	1	1
2	Post Graduate Teacher, Mathematics	1	1
3	Post Graduate Teacher, Zoology	1	1
4	Trained Graduate Teacher English.	1	1
5	Data Entry Operator	1	1
6	Catering Assistant.	1	1

**1. GENERAL ELIGIBILITY:**

- A. He / She must be a citizen of India.
- B. (i) He / She must have passed HSC Examination or an equivalent or any Higher Examinations with Odia as a language subject  
**OR**  
(ii) He / She must have Odia as a medium, of examination in non – language subject at the High School Certificate or equivalent examination, which He / She have passed.
- C. Candidates having Bachelor Degree in Arts / Commerce / Science with Bachelor Degree in Education from any University of the State or its equivalency are eligible. Regarding Universities / Institutions of outside State, the candidates shall only be eligible for engagement after verification of genuineness of their educational / training qualification from concerned University / Institution from which they have obtained the Degree.
- D. Such outside University / Institution pass out candidates shall have to produce the authenticated proof of equivalency and NCTE recognition in support of their qualification at the time of verification failing which their case will not be entertained.
- E. He / She must not have more than one spouse living.

2. **Eligibility Criteria. :**

Sl. No.	Name of the Post	Eligible Criteria (Qualification)
1	2	3
1	Principal	<p>i. MA / M.Sc. from a recognized University.</p> <p>ii. B.Ed. from a recognized Board or University.</p> <p>iii. Working knowledge on Computer (Especially MS - Office).</p> <p>iv. The Applicant should have minimum 5 years work experience as a Principal / Vice Principal / PGT of EMRS / Kendriya Vidyalaya / Jawahar Navodaya Vidyalaya or such reputed Higher Secondary Institution.</p> <p style="text-align: center;"><b>OR</b></p> <p>Working Principals / Vice Principals of Kendriya Vidyalayas / Jawahar Navodaya Vidyalayas can also apply on same terms and conditions provided their respective competent authority grants such permission.</p> <p style="text-align: center;"><b>OR</b></p> <p>Retired principals of Kendriya Vidyalaya / Jawahar Navodaya Vidyalaya can apply and their remuneration will be fixed as per Finance Deptt. Guidelines as applicable to retired Govt. servants.</p> <p><b>Age Limit :</b> Not more than 50 years of age in case of retired Principals below 62 Years.</p>
2	Post Graduate Teachers - Odiya	<p><b>Essential Qualification :-</b></p> <p>1. Master Degree from a recognized University with at least 50% marks in aggregate in the concerned subject.</p> <p style="text-align: center;"><b>OR.</b></p> <p>Two years Integrated Post Graduate M.Sc. Course of Regional College of Education of NCERT in the concerned subject.</p> <p>2. B.Ed. or equivalent degree from recognized University.</p> <p>3. Proficiency in teaching in English medium.</p> <p><b>Desirable.</b> Knowledge of Computer.</p> <p><b>Age Limit :</b> Not more than 40 years of age for General Candidates. Age relaxation is 5 years for ST &amp; SC candidates.</p>
3	Post Graduate Teachers - Physics	
4	Post Graduate Teachers - Chemistry	
5	Post Graduate Teachers - Mathematics	
6	Post Graduate Teachers - Zoology	
7	Post Graduate Teachers - Botany	
8	Trained Graduate Teacher - English	
9	Accountant	<p>Must have M.Com / B. Com. / MBA (Finance) with 60% marks in aggregate from a recognized University. Knowledge of Tally and minimum two years of relevant Experience.</p> <p><b>Age Limit :</b> Not more than 40 years of age for General Candidates. Age relaxation is 5 years for ST &amp; SC candidates.</p>
10	Data Entry Operator	<p>Bachelors Degree from a recognised University with PGDCA. The Candidates for the post of Data Entry Operator shall be engaged after qualifying the Computer proficiency Test.</p>
11	Catering Assistant	<p>Degree or Diploma in Hotel management from a recognized University with minimum two years relevant experience.</p> <p><b>Age Limit :</b> Not more than 40 years of age for General Candidates. Age relaxation is 5 years for ST &amp; SC candidates.</p>

3. **Consolidated Monthly Remuneration :**

Sl. No.	Category of Posts	Consolidated Remuneration per month.	Remarks
1	2	3	4
1	Principal	Rs. 35,000/-	After successful completion of 2 years of service an enhancement by 10% on initial remuneration and after completion of 4 years another enhancement of 10 % over the initial remuneration be given. Similarly after 6 years additional dose of 60% over the initial remuneration and thereafter 5% annual increment on the initial remuneration be paid.
2	Post Graduate Teacher, Physics	Rs. 13,900/-	
3	Post Graduate Teacher, Mathematics	Rs. 13,900/-	
4	Post Graduate Teacher, Zoology	Rs. 13,900/-	
5	Post Graduate Teacher, Botany	Rs. 13,900/-	
6	Post Graduate Teacher, Chemistry	Rs. 13,900/-	
7	Post Graduate Teacher, Odiya	Rs. 13,900/-	
8	Trained Graduate Teacher, English	Rs. 13,500/-	
9	Accountant	Rs. 8,000/-	
10	Catering Assistant	Rs. 8,000/-	
11	Data Entry Operator	Rs. 7,000/-	

4. **Reservation. :**

The Odisha Reservation of Vacancies (In posts and service for ST & SC) Act. 1975 and the Odisha Reservation of Posts & Services for Socially & Educationally Backward Classes Act.2008 and the rules made there under and such other principles of the post based reservation as prescribed by the State Government on the land mark judgement of Hon'ble High Court / Supreme Court from time to time shall be followed.

One third of the notified vacancies will be reserved for Woman Candidates of respective categories. Similarly 3% will be reserved for Physically Handicapped as per the provision of Section – 33 of the "persons with disabilities" (Equal Opportunities, Protection of Rights and Full Participation Act). 1% for eminent sports personnel and 3% for Ex – Serviceman.

Instructions contained in SSPED Deptt. Resolution No. 7140 / Dtd. 05.09.2017 shall be adhered to for (PwDs). Candidates

The PH candidates shall be referred to the Appellate Medical Board constituted by W & CD Department vide Notification No. 16430 / WCD / Dt. 06.09.2011 for Re-examination. Engagement order shall be issued if such candidates found genuine by the Board.

5. **Selection Procedure. :**

The vacant posts of contractual teaching & non – teaching staff arising in these 03 (three) EMRSs will be filled up District Level through a Selection Committee headed by the District Collector. The Selection will be made by the District Selection Committee headed by the Collector, Sundargarh as Chairman another members such as PA, ITDA, Sundargarh / PD, DRDA, Sundargarh, Inspector of Schools (SSD), Sundargarh, District Education Officer, Sundargarh and District Welfare Officer, Sundargarh (Member Convenor) are the members of the Committee (as per Odisha Model Tribal Education Society (OMTES) Govt. in ST & SC Development Department Letter No. – 213 / OMTES / Dt. 07.06.2018)

The selection process will be made in two stages. Firstly, all the application forms meeting the minimum eligibility criteria will be short listed. The short listed applications will be ranked and provided a weightage of 50% for academic achievement and 20% for the relevant work experience. Thereafter all the short listed applicants fulfilling the minimum eligibility criteria shall be called for a Personal Interview in the second stage. The Selection Committee should constitute an Interview Board consisting of District Level Officials and experts in the relevant subject. The personal Interview will carry a weightage 30%. The candidates securing the highest score in the order of merit will be selected. **These posts are purely contractual and are filled up under Odisha Model Tribal Education Society (OMTES). Since these Candidates are engaged on contractual basis under OMTES, they shall have no claim or right for appointment on regular basis, nor will they be a part of the cadre of the teachers under State Govt.**

The Selection committee will finalise the candidates based on the order of merit and will prepare a list of final candidates to be engaged contractually, including a waiting list of candidates which will be valid for a period of one year from the date of its approval.

The final list of candidates to be contractually engaged under OMTES shall be submitted to the Secretary, OMTES, Adivasi Exhibition Ground, Unit – 1, Bhubaneswar, PIN – 751009 alongwith the recommendations of the District Level Selection Committee.

On receipt of the recommendations of the District Selection Committee, the order of contractual engagement shall be issued by OMTES, initially for a period of one year.

The contracts of the candidates may be renewed after completion of one year based on satisfactory performance by the concerned contractual staff on the same terms & conditions.

- (i) In case of two or more candidates secured the same marks the candidate older in age will be placed above in the rank.
- (ii) If there is further tie, the higher percentage of marks secured in training qualification will be taken in to account.

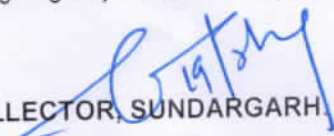
(iii) Higher Education will not be given any weightage during preparation of merit list in all categories.

**6. ENCLOSURES TO BE ATTACHED WITH THE APPLICATION FORM :**

1. Self Attested Xerox copy of 10<sup>th</sup>, +2, +3, MA, B.Ed. and M.Ed. Certificate and Mark Sheet.
2. Self Attested Xerox copy of Post Qualification Experience Certificate and Mark Sheet.
3. Self Attested Xerox copy of NCTE / RCI approval to be attached in case of candidates who have passed B.Ed. / CT from outside Odisha.
4. Self Attested Xerox copy of Computer Certificate.
5. Self Attested xerox copy of Caste Certificate issued by the concerned Tahasildar. (in case of ST / SC / SEBC / OBC candidates.) In case of SEBC candidates the caste certificate should have been issued within one year.
6. Self Attested xerox copy of Resident Certificate issued by the concerned Tahasildar. The Residential Certificate should have been issued by the competent authority within 1 year time.
7. Self Attested xerox copy of valid Employment Registration Card.
8. Self Attested xerox copy of Physically Handicapped persons / Ex-servicemen and sports person certificate.
9. No Objection Certificate from the present Employer.
10. Self Attested recent passport size colour photograph to be affixed in the application Form.
11. Two good quality self addressed stamped envelope (Rs. 5 /-) of size 11 cm x 25 cm.
12. A Bank Draft of Rs. 100 /- (Rupees One Hundred) only (non-refundable) payable at State Bank of India, Sundargarh in favour of District Welfare Officer, Sundargarh by the candidates other than ST / SC / Woman / PH candidates.

**7. Mode of application. :**

- Complete application in all respect along with above enclosures should be sent in a closed cover addressed to the District Welfare Officer, Sundargarh, Pin – 770001 by Registered post / Speed Post only so as to reach on or before 17.08.2019 up to **5.00 PM**. The applications received after due date / Courier Service / By hand / incomplete application form shall not be considered.
8. The category & the name of the post applied for and this office **Notification No. 2522 / SSD. Dt. 19.07.2019** should be superscribed in bold capital letters on the cover containing the application form.
  9. No TA / DA will be allowed at any time in course of verification of original certificates or interview.
  10. The Collector, Sundargarh reserves the right for cancellation / modification of this advertisement and increase or decrease of posts without assigning any reason thereof.

  
COLLECTOR, SUNDARGARH.

Memo No. 2523 - / SSD Dt. 19.7.2019 /

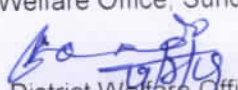
Copy forwarded to the District Informatics Officers, NIC, Sundargarh for kind information and necessary action. He is requested to display the Advertisement in the District Website for wide publications.

Copy submitted to the Project Administrator, ITDA, Sundargarh / Panposh / Bonai for kind information and necessary action. They are requested to display the Advertisement in their Office Notice Board for wide publications.

Copy submitted to the Sub Collector, Sundargarh / Panposh / Bonai for kind information and necessary action. They are requested to display the Advertisement in their Office Notice Board for wide publications.


Copy forwarded to the District Employment Office, Sundargarh for kind information and necessary action. He is requested to display the Advertisement in his Office Notice Board for wide publications.

Copy to Notice Board of Collectorate, Sundargarh / District Welfare Office, Sundargarh.

  
District Welfare Officer  
Sundargarh.

Memo No. 2524 / SSD Dt. 19.7.2019 /

Copy forwarded to the Secretary, OMTES & Director (ST) – cum – Special Secretary to Govt. in ST & SC Dev. Deptt., Odisha, Bhubaneswar for favour of kind information and necessary action.

  
District Welfare Officer  
Sundargarh.

**Odisha Model Tribal Education Society.  
(OMTES)  
APPLICATION FORM.**



NAME OF THE POST. : \_\_\_\_\_

1. Name of the Applicant. (Block Letter) : \_\_\_\_\_

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

3. Permanent Address. : \_\_\_\_\_  
\_\_\_\_\_

4. Present Address. : \_\_\_\_\_  
\_\_\_\_\_

5. E-mail Id : \_\_\_\_\_

6. Ph. No. : \_\_\_\_\_

7. Date of Birth : \_\_\_\_\_

8. Age as on **31.07.2019**      Years       Month       Day

9. Name of the Employment Exchange & No. : \_\_\_\_\_

10. Category (ST / SC / OBC / UR) : \_\_\_\_\_

11. **Educational / Professional Qualification.** :

Sl. No.	Examination	Name of the Institute	Board / University	Full Marks (except extra optional)	Marks secured. (except extra optional)	Percentage of Marks	Remarks
1	2	3	4	5	6	7	8
1	Matriculation						
2	Intermediate / + 2						
3	Graduation						
4	B.Ed.						
5	Other Course (If any)						
6	Other Course (If any)						

12. **Computer Knowledge** : \_\_\_\_\_

COMPUTER LITERACY		Level of Knowledge (Basic / Working / Except)	
Software Package / Application			
Word Processing			
Spread sheet			
Database			
Presentation			
Web / E-Mail			

