

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KALAHANDI

(District Welfare Section)

email : dwo.kalahandi@gmail.com

No. 1985

/SSD

Date. 02.08.2026

NOTIFICATION

Applications are hereby invited from the Retired Teachers (not exceeding 65 years of age) who are physically fit and eligible candidates of Kalahandi District for engagement of Guest Teachers for the following posts on temporary basis with an honorarium of Rs. 400/- per class/period not exceeding Rs.16000/- in a month in different SSD Higher Secondary Schools of Kalahandi District as mentioned below.

Interested candidates are required to apply on the Bio Data Form (In Annexure-I) along with a set of self attested copies of Academic Qualification Certificates with Mark Sheets to the District Welfare Officer, Kalahandi on or before 31.08.2026. The Application received after the due date will not be entertained. The Applicant should super scribe on the top of the Envelop as "APPLICATION FOR THE POST OF PGT (Subject) GUEST TEACHER".

Sl. No.	Name of the Govt. (SSD) Higher Secondary School	Name of the Post & no. of vacancy
1	Govt (SSD) HSS, Khaliabhata, Jaipatna	PGT Odia-1 PGT Zoology-1
2	Govt (SSD) HSS, Kuruguda	PGT Physics-1 PGT Chemistry-1 PGT Zoology-1
3	Govt (SSD) HSS, Lanjigarh	PGT English-1
4	Govt (SSD) HSS (G), Jayantpur	PGT Eng-1 PGT Political Science-1
5	Govt (SSD) HSS, Ampani	PGT English-1
6	Govt (SSD) HSS, Dhamanpur	PGT English-1

1. Minimum Eligibility criteria:

- Post Graduation (Master Degree) in subject concerned with a minimum of 50% Marks in aggregate.
- Passed the Bachelor in Education Degree (B.Ed.). (In case B.Ed. candidates are not available, non B.Ed. candidates can be considered).

2. Duties and Responsibilities of Guest Teacher:

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

3. 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 Teacher engaged would 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 the teachers of SSD Department.
- Working hours and period of duration shall be as per the school time table.

- iv. Hiring of service of 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.
- v. The performance of the teacher will be reviewed on regular basis every month by the concerned Principal. If his/her performance is found to be not satisfactory, he/she should be disallowed immediately by the Principal and intimate the DWO, Kalahandi for sponsoring another guest faculty.
- vi. Service of guest teacher shall automatically come to an end, if he/she remains absent unauthorizedly continuously for a period of seven days.
- vii. Any guest teacher involved in any activities amounting to misconduct or creating disturbances in school shall immediately disallowed by the Principal under intimation to the DWO, Kalahandi.
- viii. Guest teachers shall not be allowed to stay in the school premises after the official working hours of school, nor shall they be provided any accommodation in the school or hostel premises.

4. Honorarium:

- i. A guest teacher will be paid Rs. 400/- per class/period not exceeding Rs. 16,000/- in a month.
- ii. A guest teacher shall be allowed to take a maximum of forty (40) classes/periods of minimum 45 minutes each in a month.
- iii. Honorarium shall be paid by the DWO on the basis of the honorarium claim sheet submitted by the Principal in the format below. In case of any excess payment noticed, it will be realized from the concerned Principal as the case may be.

Honorarium Claim Sheet of Guest Teacher(s)						
Name of the School-						
Name of the guest teacher	Month for which claim is made	No. of school working days in the month	No. of classes/period taught	Remuneration per class	Total Remuneration	Signature of the guest teacher
1	2	3	4	5	6	7

5. Mode of selection:

- i. After receipt of applications, verification of original documents/certificates should be held in the office of the DWO, Kalahandi as to be indicated in the notice board.
- ii. The eligible candidates will be informed through District website i.e. www.kalahandi.odisha.gov.in to attend the verification process.
- iii. The eligible persons on the basis of minimum eligibility criteria as provided at Para-1 of the advisory as per the following norms:
 - a) Academic weightage: 70 Marks as per the calculation indicated in table-1 below
 - b) 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	Weightage						
			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	XI-XII	PG (Master Degree)	70	65	60	55	50	45	40

Table-2

Weightage for Training (Maximum 30 Marks)							
Sl No.	Class Category	Qualification	Weightage				
			80% & above	70 to 79%	60 to 69%	50 to 59%	Less than 50%
1	XI-XII	B.Ed.	30	25	20	15	10

- iv. A list of selected candidates as per the total marks calculated above should be empanelled for the purpose of hiring their services as guest teacher.
- v. After completion of process, the selected candidates will also be intimated through District website for their engagement.

Collector, Kalahandi

Memo No.1986 /SSD Date: 02.08.2026

Copy along with enclosures forwarded to P.A ITDA, Th.Rampur at Bhawanipatna for information and publication in notice board.

Copy along with enclosures forwarded to all Block development Officers of Kalahandi District for information. They are requested to publish the notification in the notice board of your office as well as all GPs under your jurisdiction.

Copy to the Inspector of Schools (SSD), Kalahandi/ DI of Schools (SSD), Kalahandi for information and necessary action.

Copy to the Notice Board of this Office.

02/08/2026
District Welfare Officer,
Kalahandi

APPLICATION FORM FOR GUEST TEACHER IN DIFFERENT SSD SCHOOLS UNDER ST & SC DEVELOPMENT DEPARTMENT OF KALAHANDI DISTRICT

POST APPLIED FOR: PGT (mention subject) _____

NAME OF THE SCHOOL OPTED FOR:

1. _____
2. _____
3. _____

Paste
photograph
here

1. Name of the candidate: _____

2. Father's Name/ Husbands Name: _____

3. Address for Correspondence:

At: _____ Po: _____

PS: _____ Dist: _____

4. Permanent Address:

At: _____ Po: _____

PS: _____ Dist: _____

5. Contact Number (whatsapp) : _____

Alternate Mobile Number: _____

6. Date of Birth: _____ (DD)/ _____ (MM)/ _____ (YY)

In figure _____

7. Nationality: _____ Caste: UR/OBC/SC/ST: _____

8. Sex: Male/Female: : _____ Marital Status: _____

9. Educational Qualification:

Qualification	Subject	Name of the Board/University	Year of Passing	Max. Marks	Marks obtained in aggregate	% of Mark
Post Graduation						
B.Ed.						

10. **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 Notification and do hereby declare that I fulfill 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.

Date: _____

Place: _____

Full Signature of the Candidate