

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

Notification No. 4520 / SSD. Dt. 29.12.15 /

Applications in prescribed form are invited from the eligible candidates for engagement as Sikshya Sahayaks in the following categories of posts in ST & SC Development Department Educational institutions run in Sundargarh District on contractual basis

Sl No	Name of the Post	Category wise vacant posts to be filled up					PH
		ST	SC	SEBC	UR	Total	
1	2	3	4	5	6	7	8
1	B Sc B Ed	4 (W-1)	3 (W-1)	-	7 (W-2)	14	1 (HI / OH)
2	+ 2 Science & CT	2 (W-1)	-	1	6 (W-2)	9	-
3	+ 2 Arts / Commerce & CT	1	2 (W-1)	1	5 (W-2)	9	-
5	BA, BEd (Language)	2 (W-1)	2 (W-1)	1	7 (W-2)	12	-
6	BA, BEd (Social Science)	3 (W-1)	1	1	5 (W-2)	10	-
	<b>Total</b>	<b>12</b>	<b>8</b>	<b>4</b>	<b>30</b>	<b>54</b>	<b>1</b>

- Note :**
- A. The case of PH Person / Ex-Servicemen / Sports person shall be considered as per G A Deptt Resolution No 22538 / Gen Dt 16 10 1985, No 15338 /Gen Dt 04 05 1984 and No 24808 / Gen Dt 18 11 1985 read with G A Deptt Resolution No 25384 / G A Dt 20 09 2005
- B. TGT (Science) will mean TGT (Physics, Chemistry & Mathematics) or TGT (CBZ / Life Science), TGT Social Science will mean TGT (Arts) having any two of the optional subjects such as History, Geography, Political Science and Economics and TGT (Language) will mean TGT (Arts) having Odia or English as one of the optional subjects
- C. As per the prevailing guidelines for recruitments of Sikshya Sahayaks (SSs) clearance of OTET is mandatory by the applicants

**1. MODE OF APPLICATION.**

- 1.1 A candidate may make an application in any Revenue District of the State irrespective of his / her home Revenue District subject to condition that he / she shall apply in respect of one Revenue District only
- 1.2 The candidate shall have to furnish an affidavit / undertaking to the effect that he / she has not made application for engagement of Sikshya Sahayak in anyone Revenue District other than the Revenue District applied for. If, on verification it is found that the candidate has applied in more than one Revenue District for engagement as Sikshya Sahayak, his / her application shall be rejected without assigning any reason thereof. In case of submission of defective affidavit / undertaking, the application shall also be rejected
- 1.3 The candidates shall have to furnish a copy of the employment exchange registration card to the effect that she / he has registered his / her name in any employment exchange in the state at the time of verification of certificate

2. **ELIGIBILITY.**

**For the post of + 2 Arts / Com CT & + 2 Science CT.**

- a) Higher Secondary (+ 2 or its equivalent declared by Appropriate Authority with at least 50 % marks and CT Training from a recognised Board / University

OR

Higher Secondary (+ 2 or its equivalent declared by Appropriate Authority with at least 50 % marks and 2 years Diploma in Education (Special Education) a course recognised by Rehabilitation Council of India (RCI)

OR

Graduation & 2 year Diploma in Elementary Education / 2 year Diploma in Spl Education

AND

- b) Pass in Odisha Teacher Eligibility (OTET – Category- I)  
c) Candidates must have Odia as MIL up to Class – VII or pass in Odia language test equivalent to ME standard conducted or declared by BSE (O)

**For the post of B.A., B.Ed. & B.Sc. B.Ed.**

- a) Graduation with at least 50 % marks and 1 – year Bachelor in Education (B Ed )

OR

Graduation with 50% marks and 1 year B Ed (Special Education)

OR

- b) Pass in the Odisha Teacher Eligibility Test (OTET – Category – II)  
c) Candidates must have Odia as MIL up to Class – X  
(I) That engagement of all Sikshya Sahayak (SSs) will be made by the Collector under each category i.e Trained Graduate Science, Trained Graduate Arts (Social Science), Trained Graduate Arts (Language) under the Programme of Sarva Sikshya Abhiyan (SSA) and for implementation of the said Act, TGT (Science) will mean TGT (Physics, Chemistry & Mathematics ) or TGT (CBZ / Life Science), TGT Social Science will mean TGT (arts) having any two of the optional subjects such as History, Geography, Political Science and Economics and TGT (Language) will mean TGT (Arts) having Odia or English as one of the optional subjects  
(II) Provided that relaxation of 5 % in minimum qualifying marks in Higher Secondary ( +2) or in graduation level, as the case may be, shall be allowed to the candidates belonging to SC , ST, OBC / SEBC category  
(III) Provided that if trained candidates having the above percentage of marks in Higher Secondary (+2) or in graduation level, as , as the case may be, are not available and posts remained unfilled, trained candidates having the minimum percentage of marks prescribed at the time of admission in teacher education course with OTET pass shall also be considered for engagement  
(IV) The candidates having requisite academic qualification without training qualification with OTET pass may be considered for engagement only on the basis of qualification so relaxed by the Central Government with the stipulation that such untrained candidates will acquire training qualification within the stipulated date given by the Central Government  
(V) The untrained candidates having the requisite academic qualification required for teacher's training courses as decided by NCTE from time to time and passing of OTET may only be eligible for engagement  
(VI) For the purpose of degree in teacher education (B Ed ) B Ed degree of other Universities declared equivalent with corresponding degree of the Universities of Odisha and a course recognised by the NCTE shall be considered  
(VII) Untrained candidates selected as per the relaxed standard shall have to furnish an affidavit at the time of engagement to the effect that they shall acquire the required training qualification within the stipulated period in accordance with the provisions of the Act or as decided by the Government of India from time to time Candidates unable to acquire the training qualification within the stipulated period shall be disengaged automatically  
(VIII) Candidates who are in employment shall furnish the copy of the no objection certificate issued by the employer at the time of joining

3. Selection shall be made only on merit i.e. on the basis of percentage of marks

**Explanation. :**

- i The marks secured in 4<sup>th</sup> optional or extra optional subject in HSC Examination / Higher Secondary (+2) Examination is to be deducted from the total marks for arriving at the effective percentage of marks.
- ii In case of compartmental examination the fail marks secured in the subjects is to be deducted from the total marks and pass marks of the compartmental examination shall be added to the total marks for arriving at the effective percentage of marks.
- (b) In case of candidates having qualification of graduation with B Ed the percentage of marks secured by the candidates in HSC Examination + percentage of marks secured by the candidates in pass / Hons Subjects + percentage of marks secured in the B Ed / Spl B Ed examination shall be considered

In case of untrained graduate candidates percentage of marks secured in HSC examination + percentage of marks secured in pass / Honours subjects shall be considered

**Explanation.**

- (i) For the purpose of degree in teacher education (B Ed), B Ed degree of other Universities declared equivalent with corresponding degree of the Universities of Odisha and a course recognised by the NCTE shall be considered.
  - (ii) While calculating percentage of marks of pass students marks obtained in pass subjects will be considered for calculation of percentage
  - (iii) In case of Honours students, marks obtained in Honours subjects will be considered for calculation of percentage
  - (iv) For the purpose of Calculation of % of marks, marks secured in extra optional / Ancillary / Foundation courses are to be deducted from the total marks
  - (c) In case, two or more candidates secure the same marks, the candidates older in age and if ages are same, the candidates passing High School Certificate Examination earlier will be placed above the other in the select list
4. The select list for each Revenue District will be valid for a period of one year from the date of its final publication or till next advertisement whichever is earlier
5. (a) Orders of engagement shall be issued by the concerned Collectors. While issuing the engagement order, the Collector will exhaust the list of selected trained candidates of the required category first and thereafter if need be he / she will fill up the remaining vacancies from the list of selected untrained candidates
- (b) The engagement will be on an annual contract basis. Contract will be renewed in subsequent years depending on the performance of the candidate. While renewing the contract of the Sikshya Sahayaks (SS), the concerned Collectors, must see that the School Management Committee / SMDC of the concerned School has given positive certificates in his / her favour about regular attendance and satisfactory teaching. The Sikshya Sahayaks (SSs) can be removed from engagement with a prior notice of 30 days, if she / he violates the conditions of the contract or on the basis of adverse report of the School Management Committee / SMDC i.e. on unauthorised absence / misconduct / involvement in criminal cases

6. **AGE. :**

Candidates shall not be below 18 years of age and above 35 years of age as on **01.01.2015**. In case of SC/ST/Women, Ex-Serviceman & SEBC candidates the upper age limit may be relaxed by five years and in case of PH candidates the upper age limit may be relaxed by 10 years


7. **RESERVATION. :**

- a) The provisions of the Odisha Reservation of vacancies (in posts and services for ST & SC) Act, 1975 and rules made there under and such other principles of reservation as prescribed by this State Government from time to time shall be followed
- b) One third of the posts of SS will be reserved for women candidates of respective categories Similarly 3 % will be reserved for Physically Handicapped (as per 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- Servicemen These reservation are applicable to each category like SC, ST, SEBC & General and not on the basis of overall percentage Instruction contained in G A Deptt Resolution NO 25384 Dt 20 09 2005 and instruction thereof shall be followed

The Collector, Sundargarh reserves the right for cancellation / modification of this advertisement & increase or decrease of posts without assigning any reason thereof

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

- (i) Xerox copy of certificate showing academic qualification with mark sheet as required for the post
- (ii) Xerox copy of OTET Pass
- (iii) Xerox copy of caste certificate from competent authority in case of ST / SC / SEBC / OBC candidates  
In case of SEBC / SC candidates the caste certificate should have been issued within one year
- (iv) Xerox copy of certificate in support of Physically Handicapped persons  
(The PH candidates shall be referred to Appellate Medical Board constituted by W & CD Deptt vide Notification NO 16430 Dt 06 09 2011 for examination )
- (v) Xerox copy of Certificate of Army Personal for Ex - Service Men
- (vi) Xerox copy of Identity Card of sports persons issued by the Competent Authority of the State
- (vii) Xerox copy of Residential Certificate from the competent authority
- (viii) Valid Employment Registration Card issued by the Competent Authority
- (ix) Two recent passport size photographs self attested by candidate to be affixed in the application form
- (x) 02 Nos of good quality self addressed stamped envelope (Rs 5/-) of size 11 cm x 25 cm
- (xi) The category and post applied for should be clearly mentioned in the front cover of the envelope
- (xii) Application completed in all respect along with the above enclosures should be sent by Registered post / Speed post in closed cover addressed to the **District Welfare Officer, Sundargarh** which should reach on or before **20 01.2016 at 5.00 PM.**
- (xiii) No T A / D A will be allowed at the time of verification of original certificates
- (xiv) The incomplete applications and application received after due date will be summarily rejected
- (xv) Affidavit showing applied for the post of Sikshya Sahayak for only one district
- (xvi) All relevant documents shall be duly self attested by the candidate otherwise their candidature will be rejected
- (xvii) The applicant applied with grade marking should submit the relevant calculation sheet approved by the concerned Universities or Institution
- (xviii) CT & B Ed candidates other than passed C T or B Ed in Govt institution of Odisha should submit the affiliation copy or equivalent certificate approved by the State Government / NCTE or Universities of Odisha

  
Collector, Sundargarh.

**APPLICATION FORM FOR RECRUITMENT OF SIKSHAY SAHAYAKS IN SUNDARGARH DISTRICT.**

Affix passport size photograph attested by a Gazetted Officer with signature of the candidate

To  
The District Welfare Officer  
Sundargarh

**CATEGORY OF POST APPLIED FOR** \_\_\_\_\_  
(Notification No \_\_\_\_\_ / SSD Dt. \_\_\_\_\_)

- 1 Full name of the candidate (in block capital letters) : \_\_\_\_\_
- 2 Father's / Husband's name : \_\_\_\_\_
- 3 a Permanent Address At \_\_\_\_\_, PO \_\_\_\_\_  
Via \_\_\_\_\_, Dist \_\_\_\_\_  
Pin \_\_\_\_\_, Mob \_\_\_\_\_
- b Present Address for correspondence At \_\_\_\_\_, PO \_\_\_\_\_  
Via \_\_\_\_\_, Dist \_\_\_\_\_  
Pin \_\_\_\_\_, Mob \_\_\_\_\_
- 4 Date of Birth as recorded in the Matriculation certificate : \_\_\_\_\_
- 5 Age as on **01.01.2015** Years  Month  Day
- 6 Valid Employment Exchange Regn No : \_\_\_\_\_  
with name of Employment Exchange \_\_\_\_\_
- 7 Educational Qualification : \_\_\_\_\_  
(Attach xerox copy of certificates and mark sheets duly attested)

Name of the Examination	Year of Passing	Board / University	Full Marks	Marks secured without extra optional	% of marks secured
1	2	3	4	5	6
HSC					
+ 2 Arts/Science/ Commerce					
+ 3 BA / BSc					
OTET (Category – I or II) as applicable					
BED ( If applicable)					
CT ( If applicable)					

- 8 Sex (Male / Female) : \_\_\_\_\_
- 9 Whether SC / ST / SEBC / OBC / UR / : \_\_\_\_\_
- 10 If Physical Handicapped mention type (Visual / Hearing / Locomotor) : \_\_\_\_\_
- 11 If whether Ex-Serviceman / PH / Sports Person \_\_\_\_\_
- 12 Whether trained or Untrained : \_\_\_\_\_  
(CT / BEd / Untrained )

**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

**CHECK LIST (TO BE TICK BY THE CANDIDATE OF DOCUMENTS SUBMITTED BY HIM / HER.)**

- |    |  |                          |    |                          |                          |                          |          |                          |                          |                          |
|----|--|--------------------------|----|--------------------------|--------------------------|--------------------------|----------|--------------------------|--------------------------|--------------------------|
| 1  | HSC Board Certificate  | <input type="checkbox"/> |    | Mark Sheet               | <input type="checkbox"/> |                          |          |                          |                          |                          |
| 2  | + 2 Certificate  | <input type="checkbox"/> |    | Mark Sheet               | <input type="checkbox"/> |                          |          |                          |                          |                          |
| 3  | + 3 Certificate  | <input type="checkbox"/> |    | Mark Sheet               | <input type="checkbox"/> |                          |          |                          |                          |                          |
| 4  | OTET Mark Sheet  | <input type="checkbox"/> |    |                          |                          |                          |          |                          |                          |                          |
| 5  | Training Certificate   | <input type="checkbox"/> | CT | <input type="checkbox"/> | BED                      | <input type="checkbox"/> | Spl B.Ed | <input type="checkbox"/> | Mark Sheet               | <input type="checkbox"/> |
| 6  | Caste Certificate  | <input type="checkbox"/> |    |                          |                          |                          |          |                          |                          |                          |
| 7  | Residence Certificate.   | <input type="checkbox"/> |    |                          |                          |                          |          |                          |                          |                          |
| 8  | Affidavit in original of apply for this district only            |                          |    |                          | <input type="checkbox"/> |                          |          |                          |                          |                          |
| 9  | Employment Registration Card                                     |                          |    |                          | <input type="checkbox"/> |                          |          |                          |                          |                          |
| 10 | Undertaking to be acquired Training qualification within 5 years |                          |    |                          |                          |                          |          |                          | <input type="checkbox"/> |                          |
| 11 | Physical Handicapped Certificate                                 |                          |    |                          |                          |                          |          |                          | <input type="checkbox"/> |                          |
| 12 | Proof of Service as Army Personnel                               |                          |    |                          |                          |                          |          |                          | <input type="checkbox"/> |                          |
| 13 | Identify card issued by Directorate Sports Authority of Odisha   |                          |    |                          |                          |                          |          |                          | <input type="checkbox"/> |                          |
| 14 | Self Attested passport size photograph                           |                          |    |                          |                          |                          |          |                          | <input type="checkbox"/> |                          |
| 15 | Two good quality stamped self addressed envelope                 |                          |    |                          |                          |                          |          |                          | <input type="checkbox"/> |                          |