

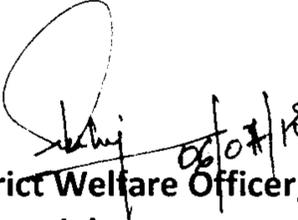
**Odisha Model Tribal Education Society  
(OMTES)  
Through the O/O District Welfare Officer, Jajpur  
(ST & SC Development Department)**

**ADVERTISEMENT**

Odisha Model Tribal Education Society (OMTES) supported by the ST & SC Dev. Deptt. invites fresh applications from interested and eligible candidates for the following posts at Ekalavya Model Residential School (EMRS), Jajpur. The posts are purely contractual in nature. A detail TOR of the posts and the Application form can be obtained from the O/O the DWO, Jajpur , District Website ([www.Jajpur.nic.in](http://www.Jajpur.nic.in)) and OMTES [www.omtes.org](http://www.omtes.org).

<b>Name of the Post</b>	<b>No. of Vacancies</b>
PGT(BIOLOGY)	01
ACCOUNTANT	01

The application form is to be submitted to the District welfare Officer, Jajpur on or before 31.07.2018 by 5.00 P.M. The application can be submitted by post or in person to the office of District welfare Officer, Jajpur.

  
District Welfare Officer,  
Jajpur

## ADVERTISEMENT

### **Odisha Model Tribal Education Society (OMTES)**

**Through the O/O District Welfare Officer, Jajpur  
(ST & SC Development Department)**

Applications are invited from the eligible candidates for filling up various posts of OMTES on contractual basis in Ekalavya Model Residential School, Rampilo Managed by OMTES under ST& SC Dev. Deptt., Govt. of Odisha. The candidates can submit the application forms along with copies of relevant certificates by post in a seal covered addressed to District Welfare officer, Collectroate, Jajpur. Interested candidates can submit the application through e-mail to [www.dwojajpur@gmail.com](mailto:www.dwojajpur@gmail.com). The applications is to be submitted to the District Welfare Officer, Jajpur on or before 3.07.2018 through by Post or in person to the Office of the District Welfare Officer, Jajpur with copies of all relevant certificates and one passport size photograph.

**Mode of Selection:-**The selection will be done in a two stage process. Firstly, The application forms meeting minimum eligibility criteria will be short listed with weightage of 50% for academic achievement, 20% for the previous relevant work experience. Shortlisted applications fulfilling eligibility criteria will be called for personal interview in the second stage. The personal Interview will carry 30% weightage. Combining together, the candidates with highest score in the order of merit will be selected. These posts are purely contractual and need based. Candidates engaged on Contractual basis 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 Government.

SL.NO	NAME OF THE POST	MONTHLY CONSOLIDATED REMUNERATION	ELIGIBLE CRITERIA (QUALIFICATION)
1	PGT(BIOLOGY)	13900/-	<b>Essential Qualification:-</b> <ol style="list-style-type: none"><li>1. Master Degree from a recognized University with at least 50% marks in aggregate in the concerned subject. Or Two years Integrated Post Graduate M.Sc Course of Regional College of Education of NCERT in the concerned subject.</li><li>2. B.Ed or equivalent degree from recognized university</li><li>3. Proficiency in teaching in English medium.</li></ol> <b>Desirable:</b> Knowledge of Computer <b>Age Limit:</b> Not more than 40 Years of age for General Candidates. Age relaxation is 5 Years for ST & SC candidates.
2	ACCOUNTANT	8000/-	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. <b>Age Limit:</b> Not more than 40 Years of age for General Candidates. Age relaxation is 5 Years for ST & SC candidates.

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

**NAME OF THE POST:-** \_\_\_\_\_

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

2. Father /Husband's Name\_\_\_\_\_

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

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

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

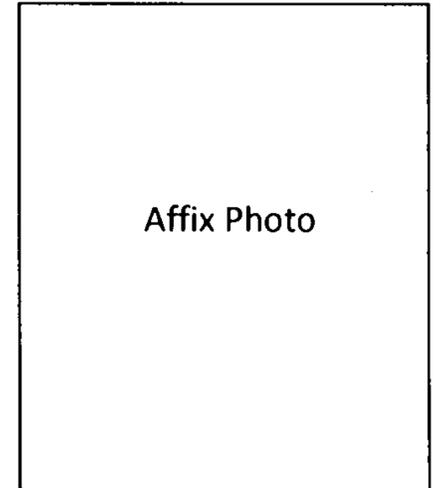
6. Ph. No. \_\_\_\_\_

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

8. Age as on 31.05.2018 \_\_\_\_\_

9. Educational /Professional Qualification \_\_\_\_\_

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



Sl.no	Examination	Name of the Institute	Name of the Board/University	Year of Passing	Percentage of Marks	Remarks
1	Matriculation					
2	Intermediate/+2					
3	Graduation					
4	Post Graduate					
5	B.Ed					
6	M.Ed					
7	Other Course(If any)					
8	Other Course(If any)					

11. Computer Knowledge \_\_\_\_\_

<b>COMPUTER LITERACY</b>	
Software Package/Application	Level of Knowledge (basic/Working/ Expert)
Word Processing	
Spread sheet	

Database			
Presentation			
Web/E-Mail			
<b>LANGUAGE PROFICIENCY(Poor/Fair/Good)</b>			
Language	Ability to Converse	Ability to Read	Ability to Write
Hindi			
Oriya			
Other(Please specify)			
<b>ANY OTHER INFORMATION*(May be Provided by Applicant on Professional Capacity to strengthen Candidature)</b>			

12. Teaching experience (Certificate from competent authority) must be attached

Sl.No.	Name and Address of the Institute/Employer	Designation	Period & No.of Years served		Major Responsibilities
			From-To	No.of Years	

## DECLARATION

I do hereby declare that all statements made in the application are true, complete and correct to the best of my Knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/ appointment may be cancelled/ terminated without any notice.

**Date:**

**Place:**

\_\_\_\_\_  
(Signature of the Applicant)

### Documents to be enclosed along with this Application

1. 10<sup>th</sup> Certificate and Mark Sheet
2. +2 Certificate and Mark Sheet
3. +3 Certificate and Mark Sheet
4. Post Graduate Certificate and Mark sheet
5. B.Ed. Certificate and Mark sheet
6. M.Ed. Certificate and Mark sheet
7. Post Qualification Experience Certificate and Mark Sheet
8. Caste Certificate
9. No. Objection Certificate from the Present Employer
10. Other supporting document, if any

**Agreement.**

This Agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ year of 20\_\_\_\_

**BETWEEN**

The Orissa Model Tribal Education Society (OMTES) represented by the Secretary, OMTES hereinafter called the "**First Party**" of the one part AND Sri/Smt./Miss/Mr. \_\_\_\_\_ son/daughter of Sri \_\_\_\_\_

Village \_\_\_\_\_ P.O \_\_\_\_\_ P.S \_\_\_\_\_ Dist. \_\_\_\_\_

Presently residing at Village \_\_\_\_\_ P.O \_\_\_\_\_ P.S \_\_\_\_\_

Dist. \_\_\_\_\_ herein after called the "**Second Party**" of the other part.

Whereas the Second Party has applied for, and has agreed to work as a \_\_\_\_\_ in the Ekalavya Model Residential School, \_\_\_\_\_ under OMTES AND whereas the First Party has agreed to engage the Second party on contract basis as \_\_\_\_\_ on the terms and conditions specified hereunder and the Second party agreed to enter into this and has also agreed to abide by the terms and conditions of this agreement specified.

Now, therefore, both the parties have agreed to enter into this agreement herewith.

**The terms and conditions are:-**

1. That, the First party shall engage the Second Party as \_\_\_\_\_ in the Eklavya Model Residential School \_\_\_\_\_ Dist. \_\_\_\_\_ for a period of one year from the date of agreement in the EMRS as agreed to by both the parties and the contract of this engagement ipso-facto shall be terminated automatically after the stipulated period as specified above for which no formal notice or order will be required to be issued by the First party. The contract will stand rescinded on expiry of the period.
2. That, he/she shall all time obey the instruction of authorities of District/OMTES and shall discharge whenever required to perform such duties as may be assigned by the first party or by the offices authorized by him in this regard.

3. That, the Second party shall work efficiently and diligently and to the best of his/her ability and to the satisfaction of the First Party.
4. That, the Second Party shall be paid Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only per month as consolidated remuneration.
5. That, the Second Party has agreed not to claim any of the service benefits as admissible to the State Government employee and in case any claim is made, the same will not be acceptable by the First Party, the engagement being purely contractual.
6. That, the Second party shall not be eligible to get any other allowance and shall not claim any other dues except the remuneration as mentioned in clause(4) above.
7. That, the Second Party shall be eligible (subject to exigency of public service) for special leave of 15 days at maximum in a year during the period of engagement. Such leave can be availed at the discretion of the officer/authority under whom he/she would work with prior approval. The Second Party cannot claim availing this leave as matter of right.
8. That, the Second Party shall not be entitled to any other kind of absence beyond authorized leave. If he/she remains absent without permission and he/she does not have any authorized leave at his/her credit, proportionate amount from his/her consolidated remuneration shall be deducted. Unauthorized absence for continuous period of fifteen days or more will automatically terminate this agreement.
9. That, in the event of any misconduct of the Second Party, he/she shall be liable for immediate disengagement by the First Party. The expression of misconduct for the purpose of this agreement would mean improper or unprofessional behavior, bad management, misbehavior etc. Whether an act (of the Second party) is misconduct or not would be construed by the First party at his discretion.
10. That, in the event of unsatisfactory performance of the Second Party, he/she shall be liable for immediate disengagement by the First party. The First Party at his discretion will construe whether the performance is unsatisfactory.

11. That, the Second Party shall be held personally responsible for any loss sustained by OMTES through fraud or negligence on his/her part.
12. That, the first party represented by the OMTES will not be liable for any compensation towards sickness and injury during the period of contract.
13. That, the engagement can be terminated before expiry of the contractual period by the First Party giving one month advance notice to the Second Party in case of misconduct or unauthorized absence as laid down in clauses 8 & 9 above.
14. That, the Second Party has agreed to serve in the manner as would be required by the First party and perform the duties assigned to him/her by the First Party, and he/she has also agreed that in the event of any misconduct on his/her part during the operation of this agreement he/she can be disengaged by the First Party without any notice.
15. That, fresh contract may be made by an agreement on fresh application for engagement by the Second party for a period not exceeding one year at a time subject to satisfaction of the First Party regarding his/her performance during the period of previous engagement.
16. That, in case of any dispute in interpretation of any clause, the decision of the Chairman, OMTES shall be final and binding.

IT IS EXPRESSELY STATED AND AGREED that any duties rendered under this agreement to Second party shall not under any circumstances whatsoever provide him/her with any right to claim or any scale of pay or to be appointed in any service that may exist now or may arise in future in any Government Institutions or in any Government Offices.

IN WITNESS WHERE OF the parties hereto and hereby put their hands the day, month and year first above written.

**Name & Address**

**Full signature of the Second Party.**

**In the Presence of witnesses.**

1. Name & Signature: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

2. Name & Signature: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**Full signature of the 1st Party**

Name :

Address:

**In the Presence of Witnesses.**

1. Name & Signature: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

2. Name & Signature: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**MODEL FORM FOR WRITING UNDERTAKING.**

"I \_\_\_\_\_ son/  
daughter of \_\_\_\_\_ who has been given  
an offer of contract appointment for Rs \_\_\_\_\_ only per month is fully  
aware that my appointment is purely temporary and on contract basis and can  
be terminated at any time without any notice and assigning any reason thereof.

Further, I am fully aware that my continuance in the said post is  
contingent upon extension of the said post and subject to my satisfactory  
performance to be evaluated by the appropriate authority.

Further, I do hereby give an undertaking that in future I shall not claim  
regular scale of pay and other allowances for continuing in the said post merely  
on the ground that I have been given contract appointment and my contractual  
appointments have been extended from time to time under OMTES.

Further, I do hereby give an undertaking that any duties rendered  
under this agreement to Second party shall not under any circumstances  
whatsoever provide him/her with any right to claim or any scale of pay or to be  
appointed in any service that may exist now or may arise in future in any  
Government Institutions or in any Government Offices".

Date-

Signature of the Candidate:

Place-

Name in full:-

Detail Permanent Address:-

Detail of Present Address:-

1. Witness number One

Signature-

Detail Address:-

2. Witness number two

Signature:-

Detail Address:-