



**DETAILED ADVERTISEMENT FOR RECRUITMENT TO THE DIFFERENT POSTS IN SPECIAL SCHOOLS OF JAJPUR DISTRICT UNDER G.I.A FOLD OF SSEPD DEPARTMENT, GOVT. OF ODISHA**

Offline Applications in prescribed format are invited from eligible candidates for recruitment to different vacant posts in four Special Schools of Jajpur District as contractual basis under GIA fold of SSEPD Deptt., Govt. of Odisha. Candidates can apply only through speed post/registered post.

**1. VACANCY POSITION :**

S. No	Name of the Special School	Name of the Post	No. of Vacant post	Scale of Pay as per pay of 6 <sup>th</sup> Pay Commission (Consolidated Remuneration)	Requisite Educational Qualification
1	Pramila Devi Special School	Special Educator (TG)	1	₹9300-34,800/- + G.P - ₹4200/-	Graduate in Arts/Science having B.Ed(General) with Diploma in concerned Stream or Spl. B.Ed
		Matron/Warden	1	₹5200-20,200/- + G.P - ₹2800/-	Graduate in any Discipline with Degree or Diploma in concerned Stream
		Attendant(Male)	1	₹4750-14680/- + G.P - ₹1700/-	Class-VIII pass
		Attendant(Female)	1	₹4750-14680/- + G.P - ₹1700/-	Class-VIII pass
2	NEESCOI Special School	Mobility Teacher	1	₹5200-20,200/- + G.P - ₹2000/-	12th Pass or its equivalent Diploma/Degree in Orientation & Mobility
		Matron/Warden	1	₹5200-20,200/- + G.P - ₹2800/-	Graduate in any Discipline with Degree or Diploma in concerned Stream
		Sweeper-cum-watchman	1	₹4750-14680/- + G.P - ₹1700/-	Class-VIII pass
3	Siban Silpa Special School	Special Educator (TI)	1	₹5200-20,200/- + G.P - ₹2800/-	12th Pass or its equivalent Diploma/Degree in Concerned Stream

4	ROSE Special School	Principal/Head Master	1	₹9300-34,800/- + G.P - ₹4200/-	Master of Arts/Science having B.Ed(General) with Diploma in concerned Stream or Spl. B.Ed
		Special Educator (TG)	2	₹9300-34,800/- + G.P - ₹4200/-	Graduate in Arts/Science having B.Ed(General) with Diploma in concerned Stream or Spl. B.Ed
		Special Educator (TI)	2	₹5200-20,200/- + G.P - ₹2800/-	12th Pass or its equivalent Diploma/Degree in Concerned Stream
		Craft Teacher/ Music Teacher	1	₹5200-20,200/- + G.P - ₹2000/-	10th Pass or its equivalent and Music from recognized university as applicable
					10th Pass with ITI or its equivalent - Craft Teacher
Matron/Warden	1	₹5200-20,200/- + G.P - ₹2800/-	Graduate in any Discipline with Degree or Diploma in concerned Stream		

Note :

- (a) A candidate can apply for only one category of post. Therefore before submission of offline application he/she is to ensure himself/herself that he/she is going to submit his/her application for the post as per his/her choice.
- (b) There is no provision of reservation against SC/ST/Ex-service Person/ PwDs/Women category.

## **2. TERMS AND CONDITIONS OF APPOINTMENT**

- As per Resolution No. 4208/SSEPD, Dated-06.06.2022, Para-14(4), the **management of the institution (Special School) shall be the appointing authority** of teaching & non-teaching staff so engaged in their respective institutions. Any person engaged in contravention of the procedure established as per above mentioned resolution shall not be liable to receive their remuneration out of the Grant-in-Aid and the liability if any on such irregular engagement shall be the sole responsibility of the management of the institution.
- The selection committee will recommend names to the concerned management after due to procedure of selection. The selection committee/Dist. Administration/SSEPD Deptt. is **not** the appointing authority of teaching & non-teaching staff so engaged in their respective institutions.

### **3.PAY AND ALLOWANCES**

The consolidated monthly remuneration of contractual staff so engaged under GIA fold after due procedure of selection will be as per Letter No. 4548/SSEPD, Dt.16.06.2021 of SSEPD Deptt. , Govt. of Odisha or any amendment in remuneration from time to time.

### **4.AGE:**

- (a) A candidate must be **above 21 (Twenty-one) years** of age and **below 38 (Thirty-eight) years** of age as on the **date of publication of this advertisement i.e 26.04.2023**. Age relaxation is **not** available for SC/ST/Ex-service Person/ PwD/Women category.
- (b) Date of birth entered in the School Leaving Certificate/8<sup>th</sup> Pass certificate issued by Head of the School / Matriculation Certificate will only be accepted.

### **5.OTHER ELIGIBILITY CONDITIONS:**

Candidates applying for the above post should be

- I. a citizen of India
- II. of good character
- III. of sound health
- IV. must not have more than one (1) living spouse, if married
- V. must have passed M.E School Examination with Odia as a language subject or have passed HSC Examination or equivalent examination with Odia as the medium of examination in non-language subject or passed in Odia as a language subject in final examination of Class-VIII and above, or passed a test in Odia in M.E School standard conducted by Education Department.

### **6. HOW TO APPLY:**

Candidates can apply in the prescribe format of application along with following documents.

- I. Copy of self-attested Certificate in support of date of birth.
- II. Four self-attested passport size recent photographs (One is to be affixed in the application form in the provided space)
- III. Self-attested copies of all educational certificates.
- IV. Self-attested copies of DI.Ed or B.Ed in concerned special education.
- V. Self-attested copy of RCI registration certificate.
- VI. One declaration regarding marital status showing to have one (1) spouse living, if married.

- VII. Three numbers of Self-addressed envelopes duly affixed with adequate postage stamp on each.
- VIII. Self-attested copy of other relevant document/s if any.
- IX. Candidates are required to mention contact number and e-mail ID in their application.

The candidates are required to mention the name of the post in bold capital letters on the top of their respective applications and on the top of the envelopes containing their applications.

**7. LAST DATE FOR RECEIPT OF APPLICATIONS:**

The application along with the all required documents and self-attested copies of certificates addressed to following addresses of concerned NGOs must reach on or before **25.05.2023 only through Speed Post/ Registered Post**. Applications received after the last date shall be summarily rejected.

Non-compliance of any of the requirements mentioned in the advertisement shall entail rejection of his/her application. The application, if found defective and/or incomplete in any respect and received after the last date, shall be summarily rejected. The Authority is not answerable/responsible for any postal delay.

**Addresses of concerned NGOs**

S.No	Name of the Special School	To whom application should be addressed	Address of the NGOs
1	Pramila Devi Special School	President/Secretary, Pramila Devi Special School	At- Goudasahi, Po- Mashra, Binjharpur Dist-Jajpur, Odisha-755012
2	Siban Silpa Special School	Secretary, Siban Silpa Special School	At/Po- Alakund, Nuagaon, Binjharpur Dist-Jajpur, Odisha-755013
3	NEESCOI Special School (Visually Impaired)	Secretary, NEESCOI Special School	At/Po-Dasarathpur, Dist-Jajpur, Odisha-755006
4	ROSE Special School	Chief Functionary, Ama Adhikar	A-26, Gourahari Nivas, Sidhi Vihar, Jagamara, PO-Khandagiri , Bhubaneswar - 751030

**8. SELECTION PROCEDURE :**

Selection of the candidates to different post mentioned above will be as per Selection Procedure established by Selection Committee under the Chairmanship of Collector & District Magistrate, Jajpur. After scrutinization, applications of candidates found correct in all respect/ short listed will be called for career assessment/written/viva-voce/skill test as decided by selection committee.

**9. IMPERSONATION / SUPPRESSION OF FACTS – WARNING :**

Candidates found submitting forged/fake certificates/documents of any kind for securing eligibility shall lead to rejection of their candidature. Furnishing of any false information, deliberate suppression of any information at any stage will render the candidate disqualified and debarred from appearing selection procedure.

**10. MISCELLANEOUS:**

The Selection Committee reserve the right to cancel/amend the selection procedure at any stage without assigning any reason thereof. The decision of Selection Committee in all matters relating to eligibility, acceptance or rejection of the applications, penalty for the false information, mode of selection, debarment for indulging in malpractices will be final and binding on the candidates and no inquiry/correspondence will be entertained in this regard.

By order of the Collector & District Magistrate

Sd/-

District Social Security Officer, Jajpur

## **FORMAT OF APPLICATION**

APPLICATION FOR THE POST OF \_\_\_\_\_ IN \_\_\_\_\_ SPECIAL SCHOOL, JAJPUR

1. Name of the candidate (in capital letters) :-
2. Father's /Husband's Name :-
3. Sex (Male/Female) :-
4. Marital Status (Married/Unmarried) :-
5. Permanent address :-
6. Present address :-
7. Date of birth as per Christian era :-
8. Age (as on 25.05.2023) :-
9. Mobile /Telephone number :-
10. E-mail ID :-
11. Educational Qualifications (attach self-attested copies of Certificates)

Affix recent passport  
size photograph

Name of the examination passed	Name of the Board/ Council/ University	Year of Passing	Total Mark	Aggregate of marks secured	Grade/ Division	% of marks secured
10 <sup>th</sup> /Matriculation						
HSC (Arts/Commerce/Science or equivalent)						
Bachelor's Degree						
Diploma/Bachelor's Degree in Special Education						
Other qualification						

12. Category: SC/ST/SEBC/GEN  
(Strike out which is not applicable and attach the supporting document issued by the competent authority)
13. Whether PwD (Person with Disability) :-  
(If yes, attach supporting medical certificate issued by the competent Authority)
14. Religion :-
15. Nationality :-
16. RCI registration number :-  
(attach RCI registration certificate)
17. Employment Exchange Registration Number (If any):-

### **DECLARATION**

I do hereby solemnly affirm and state that the statements made above are true and correct to the best of my knowledge and belief and based on record.

**Date-**  
**Place-**

**(Full Signature of the candidate)**