



GOVERNMENT OF WEST BENGAL

OFFICE OF THE DISTRICT INSPECTOR OF SCHOOLS (S.E.)

MOHANTA PARA, P.O. & DIST.-JALPAIGURI, PIN- 735101

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Memo No: 2906 /

Date: 14/12/2017

From: The District Inspector of Schools
(S.E), Jalpaiguri.

To: The District Informatics Officer
N.I.C., Jalpaiguri.

Sub: Publication of terms and condition regarding eligibility, remuneration and application format of Guest Teacher, Non-Teaching Staff of Matelli Hindi High School and Banarhat Hindi High School for Girls.

Sir,

In relation to above mentioned matters, you are requested to take necessary action for the publication of the matters as mentioned above in the Website of District Magistrate, Jalpaiguri (jalpaiguri.gov.in) upto 25/12/2017.

Encl: Matter regarding terms and condition regarding eligibility, remuneration and application format of Guest Teacher, Non-Teaching Staff of the said Hindi High Schools.

Yours faithfully

[Signature]
15/12/17
District Inspector of Schools
(S.E), Jalpaiguri

Terms and condition regarding eligibility and remuneration of Guest Teachers, Group – 'C' Staff, Group – 'D' Staff and Part Time Sweeper in Matelli Hindi School at Satkhaiya, Matelli Block and Banarhat Hindi High School for Girls at Banarhat, Dhupguri Block.

In order to operationalize the above mentioned two (2) Hindi High Schools under Jalpaiguri District, it is necessary to engage Seven (7) Guest Teachers Matelli Hindi High School and Seven female Guest Teachers (7) in Banarhat Hindi High School for Girls in the subjects namely Hindi, English, Mathematics, Physical Science, Life Science, History & Geography in each Hindi High Schools. Teachers other than English with Hindi Medium Background will be given preference.

1. Eligibility for Engagement of Guest Teacher:-

- (i) Only those teachers who have retired at the age of 60 years in ROPA-2009 scale as full time approved Govt. School Teachers and are below 64 years of age as on 31/11/2017 may apply for engagement as Guest Teachers in the Hindi High Schools.
- (ii) The Retired Teachers in case of Matelli Hindi High School and Female Retired Teachers in Case of Banarhat Hindi High School for Girls should be physically fit and mentally alert to discharge the duties of Guest Teachers in the School in which he / she would be engaged full time for 6 (six) days in a week during school hours and to perform related duties like invigilator, scrutiny of answer scripts of tests.
- (iii) Teachers who have been directed to retire compulsorily as punishment or voluntarily due to illness or for other type of incapacitation or have been charged / convicted of moral turpitude or for criminal offence will not be considered for such engagement.
- (iv) Retired teachers in case of Matelli Hindi High School and Female retired Teachers from the Govt. Aided school may be considered for such engagement on ad-hoc basis if the required eligible retired Govt. School teachers are not available.

- (v) Preference will be given to the teachers who have retired from the schools within the district.
- (vi) Casual leave and Medical leave as admissible to regular Govt. / Govt. Aided School Teachers will also be admissible to these guest teachers.

2. Eligibility for recruitment of One (1) Group – 'C' & Two (2) Group – 'D'

Staff:-

- (i) Non-Teaching Staff will be engaged from retired Government employee.

3. Eligibility for recruitment of One (1) Part Time Sweeper:-

- (i) Part- time sweeper will be engaged either by employment of part time sweeper or by engagement of Self Help Group / Other agencies by following guidelines as per order of the Competent Authority.

4. Remuneration of Guest Teachers, Group – 'C', Group – 'D' Staff & Part Time Sweeper:-

- (i) The remuneration of the Guest teachers may be fixed as follows:

As per available Govt. Order of School Education Department, Govt. of West Bengal in respect of this Schools / Govt. Order of School Education Department in case of appointment of Guest Teachers in Upper Primary Govt. Aided School or Other relevant Govt. Order.

- (ii) Remuneration of Group – 'C' & Group – 'D' Staff of School.
As per available Govt. Order of School Education Department, Govt. of West Bengal in respect of this Schools / Other relevant Govt. Order.
- (iii) In case of part time sweeper the remuneration may be fixed as per Govt. norms for daily allowance with no work no pay.
- (iv) Last date of submission of Application is **19.12.2017**

19/12/17
District Inspector of Schools
(S.E.), Jalpaiguri

**APPLICATION FORMAT FOR RECRUITMENT OF GUEST TEACHER / NON-
TEACHING STAFF IN MATELLI HINDI HIGH SCHOOL & BANARHAT
HINDI HIGH SCHOOL FOR GIRLS.**

1. Name of the Applicant in Bold Letter:-
2. Fathers Name:-
3. Date of Birth:-
4. Date of Retirement from Service:-
5. Present Address:-

6. Permanent Address:-

7. Academic Qualification:-
8. Professional Qualification:-
9. Name of the Hindi High School applied for :-

10. Name of the Post Applied for (Guest Teacher / Group – ‘C’ / Group – ‘D’ & Others Staff) :-
11. Name of the Subject applied for (Only for Guest Teacher) :-
12. Other qualification if any:-

13. Mobile Number of the Applicant:-

Date: ___ / ___ / 2017.

Full Signature of the Applicant.

Encl: Documents to be enclosed with application.

Attested Xerox Copies of –

1. Age proof certificate.
2. Pension Payment Order from DPPG.
3. Residential Certificate.
4. Mark Sheet and Certificates of Academic Qualification.
5. Mark Sheet and Certificates of Professional Qualification.
6. Others Certificates are if any.