



REGIONAL DIRECTORATE
DAV INSTITUTIONS, ODISHA
CHANDRASEKHARPUR, BHUBANESWAR-21

RECRUITMENT FOR TEACHERS/STAFF

Advertisement No. 1/2023-24

Date: 04.05.2023

The Regional Directorate, DAV Institutions, Odisha invites applications for the post of teaching and non-teaching staff in different grades & subjects to draw panels for recruitment against the existing/future vacancies for the session 2023-24 in the DAV Schools under the districts of Angul, Balangir, Balasore, Bhadrak, Cuttack, Dhenkanal, Ganjam, Jagatsinghpur, Jajpur, Jharsuguda, Kalahandi, Keonjhar, Khordha, Nayagarh, Puri, Sambalpur and Sundergarh on regular scale of pay/consolidated salary adopted in the concerned schools.

Detailed information sheet carrying the essential qualifications, upper age limit and general conditions are available in the following websites:

www.davcsp.org , www.davunit8.org , www.davpkt.org.in , www.davrkl.org , www.davkalinga.org

Candidates having requisite qualifications and age criteria may apply for desired posts through online from 05.05.2023 to 20.05.2023 on payment of Rs.500/- (Rupees Five hundred)only(Non-refundable/Non-adjustable/Non-transferrable) through Debit Card/ Credit Card/ Net banking/UPI/Wallet etc. A merit list shall be prepared to invite the candidates for each post/subject for interview on the basis of marks secured in the Computer Based Test(CBT) to be conducted tentatively from 26th to 29th May 2023. No further correspondence will be made to the candidates those who will not be shortlisted on the basis on CBT marks.

The candidates are advised to go through the eligibility criteria for different posts notified on the above websites. Interested and eligible candidates may apply online after being satisfied with the eligibility criteria and conditions as mentioned in the Information Sheet.

Last date of submission of application is 20.05.2023.

Sd/-
Regional Director

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REGIONAL DIRECTORATE
DAV INSTITUTIONS, ODISHA
CHANDRASEKHARPUR, BHUBANESWAR-21

DETAILED INFORMATION AND MODALITIES PERTAINING TO RECRUITMENTS 2023-24

1. Name of existing DAV Schools in Odisha:

Districts	Name of Schools	Level of Schools
Angul	DAV Higher Secondary School, NTPC/TTPS, Talcher Thermal	Hr. Secondary
	DAV Public School, NTPC/TTPS, Talcher Thermal	Sr. Secondary
	DAV Talcher Thermal High School, NTPC/TTPS, Talcher, Thermal	Secondary
	DAV Public School, Deepshikha, NTPC, Kaniha, Angul	Sr. Secondary
	DAV Savitri Jindal High School, Badamahitala, Angul	Secondary
	DAV Public School, MCL, Kalinga Area, Talcher	Sr. Secondary
	DAV Public School, MCL, Jagannath Area, Talcher	Sr. Secondary
	DAV Girls' High School, CWS, MCL, Balanda, Talcher	Secondary
	DAV Public School, MCL, Ananta Vihar, Dera, Talcher	Hr. Secondary
	DAV Public School, MCL, Lingaraj Area, Talcher	Primary
DAV Public School, Gandhi Marg, Angul	Primary	
Balangir	DAV Public School, Bhatipara, Titilagarh	Sr. Secondary
Balasore	DAV Public School, Balasore	Sr. Secondary
Bhadrak	DAV M. M. Public School, Ichhapur, Bhadrak	Secondary
	DAV Adani Public School, Kuamara, Bhadrak	Sr. Secondary
	DAV SDPS Public School, DP Nagar, Randia, Bhadrak	Sr. Secondary
Cuttack	DAV Public School, CDA, Sector-VI, Cuttack	Sr. Secondary
	LR DAV Public School, Gandarpur, Cuttack	Sr. Secondary
	DAV Public School, Rajabagicha, Cuttack	Middle class
	DAV SCB Medical Public School, Cuttack	Secondary
	DAV Public School, Badamba, Cuttack	Secondary
	DAV Padmavati Public School, Mania, Tangi	Secondary
Dhenkanal	GMRV DAV Public School, Dhenkanal	Sr. Secondary
Ganjam	DAV Public School, Berhampur	Sr. Secondary
	DAV Public School, Bhanjanagar	Secondary
	DAV Public School, Chhatrapur, Ganjam	Primary
Jagatsinghpur	DAV Public School, PPL Township, Paradeep	Sr. Secondary
	DAV Public School (OM), PPL Township, Paradeep	Secondary
	DAV Public School, IFFCO Township, Paradeep	Sr. Secondary
	DAV Public School, Paradeep Port, Paradeep	Secondary
Jajpur	DAV Public School, Jajpur Town, Jajpur	Middle School
Jharsuguda	DAV High School, IB Thermal Power Station, Banharpalli	Secondary
	DAV Public School, IB Thermal Power Station, Banharpalli	Sr. Secondary
	DAV Public School, MCL, Lakhanpur Area, Bandhbahal	Sr. Secondary
	DAV Public School, Jharsuguda	Sr. Secondary
	DAV Public School, SOCP, MCL, Brajrajnagar	Secondary
Kalahandi	DAV Public School, IB Valley Area, MCL, Brajrajnagar,	Sr. Secondary
	DAV Vedanta International School, Vedanta, Lanjigarh	Sr. Secondary
Keonjhar	DAV Public School, SAIL-RMD, Bolani, Keonjhar	Sr. Secondary
	TATA DAV Public School, Joda Valley, Joda, Keonjhar	Sr. Secondary
	DAV OMC Public School, Jilling Township, Keonjhar	Secondary

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Khordha	DAV Public School, Unit-VIII, Nayapalli, Bhubaneswar	Sr. Secondary
	DAV Public School, Chandrasekharapur, Bhubaneswar	Sr. Secondary
	DAV Public School, Pokhariput, Bhubaneswar	Sr. Secondary
	DAV Public School, Kalinga Nagar, Bhubaneswar	Sr. Secondary
Nayagarh	DAV Public School, Nayagarh	Secondary
Puri	DAV Public School, Puri	Secondary
	DAV Public School, Nimapara	Sr. Secondary
Sambalpur	DAV Public School, MCL, Anand Vihar, Burla,	Sr. Secondary
Sundergarh	DAV Public School(O.M.), L & T, Kansbahal	Secondary
	DAV Public School(E.M.), L & T, Kansbahal	Sr. Secondary
	Dr. A.N. Khosla DAV Public School, Basanti Colony, Rourkela	Sr. Secondary
	DAV Public School, MCL, Basundhara Area	Sr. Secondary
	DAV Public School, BIM, RSP, SAIL, Tensa	Sr. Secondary
	DAV Public School, Sector-16, RSP, Rourkela	Secondary
	DAV Public School, MCL, Chhatenpali, Sundargargh	Primary

2. Posts & Subjects on scale of pay/consolidated salary:

Sl. No.	PGT	TGT	PRT
1.	English	English	English
2.	Mathematics	Odia	Odia
3.	Physics	Hindi	Hindi
4.	Chemistry	Sanskrit	Mathematics
5.	Biology	Mathematics	General Science
6.	Computer Science	Science	Social Science(History & Geography)
7.	Accountancy & Business Studies	Social Science	Computer Science
8.	Economics	Physical Education	Physical Education
9.	Physical Education	Computer Science	
10.	History		
11.	Political Science		
12.	Sociology		
13.	Geography		
14.	Psychology		

2.1 Non-teaching posts on scale of pay/consolidated salary:

Sl.No.	Posts
1.	Librarian

2.2 OTHER POSTS ON CONSOLIDATED SALARY(May be regularized on completion of two/three years subject to very good performance):

Pre-Primary Teacher(Ladies Only), Counsellor(Ladies only), Library Asst., LDC(Establishment), LDC(Accounts), LDC(Receptionist-Ladies Only), LDC(DEO).

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2.3 OTHER POSTS ON CONSOLIDATED SALARY:

Music Teacher, Art & Craft Teacher, Dance Teacher, Yoga Teacher, Special Educator, Atal Tinkering Lab Asst., Computer Lab. Asst., Smart Class Facilitator, Staff Nurse (Ladies), Hostel Warden.

2.4 OTHER POSTS ON CONSOLIDATED SALARY(To be appointed through outsourcing agency):

Driver & Gardner

3. ELIGIBILITY:

3.1 EDUCATIONAL QUALIFICATIONS(GENERAL):

3.1.1 Regarding Universities/Institutions of outside State, the candidates shall only be eligible for appointment after verification of genuineness of their educational/training qualification from concerned University/Institutions from which they have obtained the degree. Candidates from such outside University/Institutions shall have to produce the authenticated proof of equivalency from any University of the State of Odisha and NCTE recognition in support of their qualification at the time of document verification, failing which they will not be eligible in the selection process.

3.1.2 A candidate furnishing certificates, mark-sheets with grades and grade points shall also furnish numerical equivalency of grades/grade points from the examining bodies.

3.1.3 Candidates must specifically indicate the percentage of marks obtained(calculated to the nearest two decimals) in the relevant columns fo the application. Where percentage of marks is not awarded by the University but only CGPA/OGPASGPA is awarded, the same shall be converted into percentage in terms of conversion norms of University, besides indicating the CGPA/OGPA/SGPA in the application. Candidates will have to produce the certificate/document issued by the University in support of conversion formula of University and percentage of marks, when called for document verification.

3.1.4. Round off of %age of marks will not be acceptable under any circumstances for consideration for appointment i.e. 49.99% will be treated as less than 50%, like wise 44.99% will be treated as less than 45%.

3.1.5. The date of declaration of result/issuance of Mark Sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation in this account.

3.1.6. The knowledge of computer application is desirable for all the posts except the post of Drivers and Gardeners.

3.1.7. The candidates not having the prescribed academic/professional qualifications, experience and not qualified CTET/OTET/OSSTET/TET as applicable for the respective posts need not apply. DAV Regional Directorate will not be held responsible if the candidature of such candidate is cancelled at any stage of the recruitment process.

3.2 ESSENTIAL QUALIFICATIONS:

A. POST GRADUATE TEACHERS:

1. **PGT(Subject Teachers):** Post-Graduate in the advertised subjects* with at least 50% marks and B.Ed. degree from any NCTE recognized University.

2. **PGT(Physical Education):**Masters Degree in Physical Education with minimum 50% marks from any NCTE recognized University.

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3. **PGT (Computer Science):** Master degree in Computer Science/M. Tech / MCA with minimum 50% marks from any recognized University and B.Ed. degree from a NCTE recognized University.

N.B. : Good command over spoken English and knowledge of computer application is essential.

Note#(i)M.Sc Degree in Bio-Chemistry from a recognized University after doing a minimum of 6 years study after matriculation (For Chemistry teachers only).Post-Graduation in Pharma-Chemistry or other disciplines related to Chemistry be treated at par with M.Sc. Chemistry provided it is preceded by Graduation in Chemistry.

(ii)Post Graduation in Statistics or Operational research be treated at par with M.A/M.Sc. Mathematics provided it is preceded by Graduation in Mathematics.

(iii) Post Graduation in Micro Biology or Molecular Biology or Agricultural Botany or Genetics or other related disciplines be treated at par with M.Sc. Botany/Zoology provided it is preceded by Graduation in Botany /Zoology.

B. TRAINED GRADUATE TEACHERS:

1. **TGT(Subject Teachers):** (a) Graduates/Post-Graduates from any recognized University with at least 50% marks in the advertised subjects in either Graduation or Post Graduation and B.Ed. degree from any NCTE recognized University.

(b) Cleared CTET/OTET or its equivalent examination.

2. **TGT(Physical Education):** Graduate/Post Graduate Degree in Physical Education with at least 50% marks from any NCTE recognized University.

3. **TGT(Computer Science):**(a) Graduate/Post Graduate degree in Computer Science/M.Tech./B. Tech/MCA/BCA with at least 50% marks from any recognized University and B.Ed. degree from any NCTE recognized University

(b) Cleared CTET/OTET or its equivalent examination.

N.B. : Good command over spoken English & knowledge of computer application is essential.

C. PRIMARY TEACHERS:

1. **PRT(Subject Teachers):** Graduates from any recognized University with at least 50% marks in the advertised subjects.

And

B.Ed. degree from any NCTE recognized University and cleared CTET/OTET or its equivalent examination.

2. **PRT(Physical Education):** Graduate Degree in Physical Education with at least 50% marks from any NCTE recognized University.

3. **PRT(Computer Science):** Graduate degree in Computer Science/B. Tech/BCA from any recognized University with at least 50% marks & B.Ed. degree from any NCTE recognized University and cleared CTET/OTET or its equivalent examination.

N.B. : Good command over spoken English & knowledge of computer application is essential.

D. OTHER TEACHING/CONTRACTUAL STAFF:

1. Pre-Primary Teacher(Ladies only):

Intermediate/Senior Secondary from any recognized Board with at least 50% marks

And

Diploma in Nursery Teacher Education/Pre-School Education/Early Childhood Education Programme (D.E.C.Ed.)/Di.Ed. of duration of not less than two years from any NCTE recognized Institute.

Preference will be given to the Graduates having school subjects (Eng., Odia, Hindi, Sans, Math, Physics, Chemistry, Botany, Zoology, History, Geography, Political Science&Economics) with B. Ed. degree.

N.B. : Good command over spoken English & knowledge of computer application is essential.

2. Counsellor:

Graduate with Psychology as elective with 50% marks or any graduate with 50% marks having certificate of Diploma in Counseling and experience in counseling in school level. Preference will be given to the Post graduates in Psychology.

N.B. : Good command over spoken English & knowledge of computer application is essential.

3. Music Teacher: Graduate/Post Graduate in/with Music(vocal) from a recognized University with at least 50% marks.

Degrees/Diploma awarded by Prachin Kala Kendra, Chandigarh, Akhila Bharatiya Gandharva Mahavidyalaya and Bangiya Sangeet Parishad shall not be accepted.

N.B. : Good command over spoken English & knowledge of computer application is essential.

4. Art & Craft: Graduate with Drawing and Painting/Art/Fine Art from any recognized University with at least 50% marks and minimum two years full time diploma in Drawing and Painting/Fine Art.

OR

Masters degree in Drawing and Painting/Fine Art from a recognized University.

Degrees/Diploma awarded by Prachin Kala Kendra, Chandigarh, Akhila Bharatiya Gandharva Mahavidyalaya and Bangiya Sangeet Parishad shall not be accepted.

N.B. : Good command over spoken English & knowledge of computer application is essential.

5. Dance Teacher:

Graduate degree in Dance from any recognized University with at least 50% marks.

OR

Graduate in any discipline from a recognized University and Diploma in Dance from recognized institute with at least 50% marks.

Degrees/Diploma awarded by Prachin Kala Kendra, Chandigarh, Akhila Bharatiya Gandharva Mahavidyalaya and Bangiya Sangeet Parishad shall not be accepted.

N.B. : Good command over spoken English & knowledge of computer application is essential.

6. Yoga Teacher:

Graduate in any discipline from a recognized University with at least 50% marks and Diploma in Yoga from a recognized institution or M.P.Ed with specialization in Yoga.

N.B. : Good command over spoken English & knowledge of computer application is essential.

7. Special Educator:

Graduate in any discipline from a recognized University with at least 50% marks

And

B.Ed.(Special Education)

OR

B.Ed.(General) with one year Diploma in Special Education

OR

B. Ed. (General) with Post Graduate Professional Diploma in Special Education.

N.B. : Good command over spoken English & knowledge of computer application is essential.

E. Non-Teaching staff:

1. Librarian:

Graduate degree in Library Science with minimum 50% marks from a recognized University with knowledge in Computer application. Preference will be given to the candidates having Post Graduate Degree in Library Science.

2. Atal Tinkering Lab Asst./Computer Lab Asst.: Graduate in Science/Diploma in Electronics Engineering (Embedded System, PICX Micro controller, C/C++, communication protocol and implementation, Robotics-Interfacing with Motors and sensors, ARM Advanced Risc Machine, Concept of RTOS, VLSI Design with EGPA/CPLD, PCB Designing etc. Knowledge of hard ware is desirable. Preference will be given to the candidates having experience in Artificial Intelligence and Coding.

3. Library Asst.: Graduate with at least 50% marks and Diploma in Library & Information Science. He/she must also possess working knowledge of Computer Application. Preference will be given to Graduates with degree/diploma in Library & Information Science from a recognized University.

4. Staff Nurse(Ladies only): Degree in Nursing from a recognized University with at least three years clinical practice in any Nursing Home/Hospital.

5. Smart Class Facilitator: Graduate degree in Computer Science/B. Tech/BCA from any recognized University with at least 50% marks. Knowledge of hard ware is essential.

6. **LDC(Establishment):** Graduate Degree in Arts, Science or Commerce. Proficiency in Computer Application with typing speed of minimum 30 w.p.m. in English, Odia & Hindi is desirable.
7. **LDC(Accounts):** Graduate Degree in Commerce. Proficiency in Computer Application and Tally (ERP 9) is desirable.
8. **LDC(Receptionist-Ladies only):** Graduate in any discipline from a recognized University with fluency in English, Hindi, and Odia and command in Front Office Management. Proficiency in Computer Application is desirable.
9. **LDC(DEO):** Graduate in any discipline from a recognized University. Proficiency in Computer Application and Tally (ERP 9) is desirable Graduate Degree in Arts, Science or Commerce. Proficiency in Computer Application with typing speed of minimum 40 w.p.m. in English and 30 w.p.m. in Odia & Hindi is desirable.
10. **Hostel Warden(Boy's & Girl's Hostel):** Graduate in any discipline from a recognized University with fluency in English, Hindi, and Odia. Experience in Hostel Management is desirable.
11. **Driver(To be appointed through outsourcing):** Must have passed Class VIII having HTV with PSV Badge and possessed Heavy Vehicle Driving License issued by the competent authority.
12. **Gardener(To be appointed through outsourcing):** Must have studied upto Class X and cleared certificate course in gardening after completion of six months Gardeners' Training from the Department of Horticulture, Govt. of Odisha or any recognized organization.

4. **Scale of Pay*(Regular posts):**

A. **DAVCMC/State Scales of pay(6th Pay)**

Sl. No.	Posts	Schools having 6 th Pay Commission Scales of Pay (DAVCMC).	Schools having 6 th Pay Commission Scales of Pay(State)
1.	PGT	Basic pay of Rs.16890/- in P.B. 9300-34800+G.P.4800/- with DA admissible in concerned schools.	Basic pay of Rs.16690/- in P.B. 9300-34800+G.P.4600/- with DA admissible in concerned schools.
2.	TGT	Basic pay of Rs.14830/- in P.B. 9300-34800+G.P.4600/- with DA admissible in concerned schools.	Basic pay of Rs.13500/- in P.B. 9300-34800+G.P.4200/- with DA admissible in concerned schools.
3.	PRT	Basic pay of Rs.13500/- in P.B. 9300-34800+G.P.4200/- with DA admissible in concerned schools.	Basic pay of Rs.8900/- in P.B. 5200-20200+G.P.2200/- with DA admissible in concerned schools.
4.	Librarian	Basic pay of Rs.13500/- in P.B. 9300-34800+G.P.4200/- with DA admissible in concerned schools.	Basic pay of Rs.13500/- in P.B. 9300-34800+G.P.4200/- with DA admissible in concerned schools.

B. DAVCMC/State Scales of pay(7th Pay)

Sl. No.	Posts	Schools having 7 th Pay Commission Scales of Pay(DAVCMC)	Schools having 7 th Pay Commission Scales of Pay(State)
1.	PGT	Basic pay of Rs.47,600/- in Level 8 of the Pay Matrix with DA admissible in concerned schools.	Basic pay of Rs.44,900/- in Level 10 of the Pay Matrix with DA admissible in concerned schools.
2.	TGT	Basic pay of Rs.44,900/- in Level 7 of the Pay Matrix with DA admissible in concerned schools.	Basic pay of Rs.35,400/- in Level 9 of the Pay Matrix with DA admissible in concerned schools.
3.	PRT	Basic pay of Rs.35,400/- in Level 6 of the Pay Matrix with DA admissible in concerned schools.	Basic pay of Rs.23,600/- in Level 6 of the Pay Matrix with DA admissible in concerned schools.
4.	Librarian	Basic pay of Rs.35,400/- in Level 6 of the Pay Matrix with DA admissible in concerned schools.	Basic pay of Rs.35,400/- in Level 9 of the Pay Matrix with DA admissible in concerned schools.

Consolidated salary:

Depends upon place of postings and approved rates of consolidated salary for different posts depending upon financial viability of the respective schools.

NB: *Outstanding/deserving candidates may be allowed regular scale of pay from the date of appointment on probation. Candidates appointed for the posts under 2.2 on consolidated salary may be allowed regular scale on review of performance after two years.

GENERAL CONDITIONS

1. Important Dates for Registration:

Step-I: Opening Date for On-Line Registration	05.05.2023	15:00 Hrs
Step-II: Last Date for Completion of On-Line Registration	20.05.2023	17:00 Hrs
Step-III: Last Date of payment of Online application Fee through Debit/Credit card/Net Banking	20.05.2023	17:00 Hrs

- 1.1 For more details, please refer to instructions under section/heading "HOW TO APPLY" in these modalities while filling up online registration form and also the detailed instruction given in the main instructions page of the online application.
- 1.2 Candidates in their own interest are advised, not to wait till the last date and time to apply and they should register their applications well within the time. DAV Regional Directorate shall not be held responsible, if the candidates are not able to submit their applications or make payment of the application fee due last minute rush.

2. Important dates of Recruitment Process:

Download of Admit Cards	23.05.2023 to 25.05.2023
Tentative date of Computer Based Tests	26.05.2023 to 29.05.2023 (As indicated in respective admit cards)
Tentative date of Personal Interviews of shortlisted candidates on basis of CBT marks (Teaching posts)	01.06.2023 to 07.06.2023 (To be intimated through registered e-mail)
Tentative date of Personal Interviews of shortlisted candidates on basis of CBT marks (Non-Teaching posts)	02.07.2023 & 09.07.2023 (To be intimated through registered e-mail)
Certificate Verification & Computer Skill Test [#] for both teaching & non-teaching posts	On the day of personal Interview.

Certificate verification of the shortlisted candidates will be made at 8.30 A.M. on the day of personal interviews. After certificate verification, all the shortlisted candidates shall have to appear the Computer Skill Test (Preparation of Word Document i.e. question in respective subjects, sending email, preparation of spreadsheet, preparation of PPT etc.). During certificate verification, if any candidate is found not satisfying the eligibility criteria, he/she shall not be allowed to appear the Computer Skill Test & Personal Interview.

3. AGE LIMIT AS ON 01.05.2023:

The Maximum age limit for the post of Teachers (PGT/TGT/PRT/PPT), Counsellor, Yoga Teacher, Music Teacher, Dance Teacher, Art & Craft Teacher, Librarian, Hostel Warden and Driver as on 1st May, 2023 shall be **40 Years** and for all other posts it shall be **32 Years**. Age relaxation may be considered in case of experienced/deserving candidates for the Post Graduate Teachers in absence of suitable candidates within the age bar.

The Minimum age for all the posts is 21 years as on 01.05.2023.

4. Separate application should be submitted for separate posts. The DAV Regional Directorate will not be held responsible, if the CBT/interview schedule of any candidate for multiple applications/posts coincides.

5. SELECTION PROCEDURE:

- 5.1 A merit list shall be prepared to invite the candidates for each post/subject for interview on the basis of **marks secured in the Computer Based Test.**
- 5.2 In cases where more than one applicant secures equal aggregate marks at any stage of examination, tie will be resolved by applying the following methods one after another:
- A) Total marks in Part-III i.e. Subject Content
 - B) Career Marks
 - C) Date of birth, with older candidates placed higher
- 5.3 Candidates for teaching post will be selected on the basis of their performance in Computer Based Test(CBT), Interview and Career marking put together. All the candidates for teaching posts shall have to qualify in the computer skill test and no marks shall be awarded for the computer skill test.

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- 5.4 Candidates for non-teaching post will be selected on the basis of their performance in Computer Based Test(CBT), Interview, Career marking and computer skill test put together.
- 5.5 The DAV Regional Directorate reserves the right to decide the cut off marks in CBT and interview separately and the criteria for short listing.
- 5.6 The mode of selection for all the above posts will be at the sole discretion of DAV Regional Directorate.
- 5.7 The decision of the DAV Regional Directorate with regard to the mode of selection of the above posts and eligibility conditions of the applicants for the interview shall be final and binding. No correspondence will be entertained in this regard.
- 5.8 The Online Question Paper (MCQ) will be in English only. However, the question papers in languages viz. Odia, Hindi & Sanskrit will be in the respective language.
- 5.9 The candidates will be required to report at the examination centre at least 1½ hours (90 minutes) before the commencement of the online examination. Candidates coming late for the test will not be allowed.
- 5.10 Time schedule may change depending upon number of applications received for a particular post and subject.
- 5.11 Candidates who will qualify in the CBT and shortlisted for interview must submit the true copies of documents duly self-certified. The candidates are required to mention on each document "submitted by me" and put their full signature & date on the same. Only those who are called for the interview will be required to bring with them the Original Certificates on the day of verification as communicated through e-mail. If a candidate fails to furnish any original certificates and documents in respect of his/her qualification/experience will not be entertained for the interview.

6. CITIES OF EXAMINATION:

- 6.1 The Computer Based Test for the recruitment to the above mentioned posts are likely to be held at the following Cities in Odisha as indicated below.

Sl. No.	City
1.	Angul
2.	Balasore
3.	Berhampur
4.	Bhubaneswar
5.	Cuttack
6.	Rourkela
7.	Sambalpur

Note: The change of test centers and cities for the examination as mentioned above are at the discretion of the DAV Regional Directorate. While every effort will be made to allot the candidates at the city of his/her choice for CBT, examination

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authority/agency may at its discretion allot a different city/centre to the candidates due to administrative and logistic reason(s).

- 6.2 However, the number of centers will increase or decrease depending on the number of applications. Applicants should clearly indicate their order of preference for any Three "**Examination Centers**", for online test according to their preferred option of the city in the online application format.
- 6.3 No request for change of test centre once allotted will be entertained and the candidate will have to appear at the allotted centre at his/her own expenses only.
- 6.4 Examination authority/agency reserves the right to conduct the CBT at all the cities or in one or more than one cities depending upon the number of candidates opting for a City and also based on the availability of test centres and computer nodes.
- 6.5 **The personal interview of the shortlisted candidates will be conducted in Bhubaneswar only.**

7. **IMPORTANT INFORMATION AND INSTRUCTIONS:**

7.1 **SCREENING AND ELIGIBILITY WILL BE DECIDED ON THE BASIS OF THE DETAILS PROVIDED BY THE CANDIDATE. BEFORE APPLYING FOR THE POST, THE CANDIDATE SHOULD ENSURE THAT HE/SHE FULFILLS THE ELIGIBILITY AND OTHER NORMS MENTIONED IN THE MODALITIES. FURNISHING OF WRONG/FALSE INFORMATION WILL LEAD TO DISQUALIFICATION AND DAV REGIONAL DIRECTORATE WILL NOT BE RESPONSIBLE FOR ANY CONSEQUENCE OF FURNISHING SUCH WRONG/FALSE INFORMATION.**

7.2 The candidates found provisionally eligible for the applied post as per their declaration in the online application shall be called for Computer Based (Online) Test and the provisional Admit cards will be issued accordingly to such applicants.

The DAV Regional Directorate will verify the eligibility at various stages of the recruitment and selection process. The candidate should prove his/her eligibility at all stages of selection process and even after appointment. Mere issue of Admit Card to the candidate will not imply that his/her candidature has been accepted by the DAV Regional Directorate.

No candidate will be allowed to appear in CBT without valid print copy of Admit Card along with valid Photo Identity Card (i.e. Voter ID, Passport, PAN Card, Aadhaar Card, Driving License and Government Identity Card) **in Original** issued by Government of India/ State Government of Odisha Odisha **as well as one self attested copy to be attached with the Admit Card.**

7.3 Candidates already working in other organisation are required to produce "**No Objection Certificate**" from the present employer at the time of document verification/interview. They are advised to seek prior approval from Competent Authority in their own interest before applying through online registration form because in the absence of "No Objection Certificate", such candidates will not be allowed to appear in the interview.

7.4 During document verification, the candidate will have to produce their Original Certificates along with one set of self-attested photocopies. No additional time

- will be given for producing original documents and the candidature of the candidates on such accounts is liable to be cancelled.
- 7.5 Appointment of successful candidates will be subject to verification of various original documents relating to Age, Qualifications, Caste & Medical Fitness Certificate issued by the Medical Authorities as prescribed under the rules of DAV CMC.
- 7.6 Mere fulfilling of the minimum qualifications on the basis of information given in online application, will not confer any right on candidates for being called for online test/interview. No interim correspondence will be entertained.
- 7.7 DAV Regional Directorate reserves the right to raise the minimum eligibility standards as well as the right to fill or not to fill all or any of the above given vacancies without assigning any reason whatsoever.
- 7.8 No separate communication will be issued regarding results except to the selected candidates.
- 7.9 Subsequent changes if any, made in the recruitment modalities shall be communicated through the designated websites. Hence, the candidates are advised to check their email account and visit the enlisted websites of advertisement regularly for further updates.
- 7.10 In case of selection of a candidate to the post advertised, he/she shall be posted anywhere in Odisha as per the vacancy and the candidate will have no right to be posted at the place of his/her choice.
- 7.11 Mobile phones, pagers, Bluetooth or any other communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.
- 7.12 Canvassing in any form will disqualify the candidature of the applicant.
- 7.13 The selected candidates will be asked to sign a bond to remain in service for at least 02 years from the date of joining.
- 7.14 It is compulsory for candidates to carry a Valid Photo Identity Card viz., Voters ID Card, Passport, Aadhaar Card, Driving License, ID Cards issued by Central/State Government(s) or other subordinate offices as Identity Proof. Candidates should carry both, the printed copy of Admit Card and Photo ID (as mentioned above) in original while appearing the examinations. Candidates will not be allowed entry into the examination hall/venue, in case any of these documents is not produced.
- 7.15 Admit card for online test/interview, containing the details of the centre/venue for the test/interview etc., will be downloaded by the candidates from the websites www.davcsp.org/www.davunit8.org/www.davpkt.org.in/www.davrkl.org/www.davkalinga.org. The candidates are required to take a print-out of their admit cards. The candidates can also download their admit cards from the designated websites using their registration number and the password. Candidates will not be allowed to appear for online test/interview without valid Admit Card.

- 7.16 Candidates are advised in their own interest to register on-line much before the closing date as per schedule mentioned above and not to wait till the last date for depositing the fees to avoid the possibility of disconnection/inability/failure to log on to the website on account of heavy load on internet/website jam/disconnection.
- 7.17 DAV Regional Directorate does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the DAV.
- 7.18 Please note that the above procedure is the only valid procedure for applying. Application shall not be accepted through any other mode.
- 7.19 The Admit cards/interview letters to be issued to the candidates are purely provisional. However, in case any ineligible candidate has been issued admit card and has appeared in the online examination or allowed to join the DAV Organization, his/her candidature will automatically be treated as cancelled at any stage of this recruitment/service in DAV organization on grounds of his/her ineligibility. Therefore, before submitting the application, the candidate must ensure that he/she fulfils all the eligibility criteria as laid down in these modalities. The candidature will be purely provisional subject to eligibility and other verification before or after his/her appointment in DAV Organization.
- 7.20 The decision of the DAV Regional Directorate about the eligibility, acceptance or rejection of applications, mode of selection to the post etc. shall be final and binding. No correspondence will be entertained in this regard.
10. **IDENTITY VERIFICATION:**
The candidates called for interview shall be advised to produce certain documents in original and also to submit the attested photocopies thereof at the time of document verification. Such documents shall be listed in the call letter. If the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents, he/she will not be allowed to appear for CBT/interview and his/her candidature will be treated as cancelled.
11. **BACKGROUND CHECK:**
In case of selection on the above-said posts, such selection shall be provisional subject to verification of character and antecedents of the candidate and verification of caste certificate and other documents submitted by the candidate and subject to his/her meeting the requisite medical standards for the posts and other requirements applicable for appointments under the rules of DAVCMC.
12. The process of online test/interview does not involve any correspondence by the DAV Regional Directorate with candidate at any stage regarding deficiency in application/documents/payment of examination / application fee, etc. It shall be the sole responsibility of the candidate to satisfy himself/herself to furnish correct, complete and desired information/documents etc. No correspondence will be entertained from the candidates found ineligible and not called for interview or document verification or for non-selection.

13. DAV Organization will not bear any liability on account of Salary/leave salary/pension contribution etc., if any, of previous employment of any candidate already working in Government/Semi Government/Public Sector Undertaking.
14. **APPLICATION FEE AND MODE OF REMITTANCE:**
- 14.1 All the candidates are required to pay **(non-refundable/non-adjustable/non-transferrable) fee of Rs.500/-** (Rupees Five hundred) only through online fee payment using Debit Card/Credit Card/ Net banking/UPI/Wallet etc.
- 14.2 Fees once paid will not be refunded/adjusted/transferred under any circumstances.
- 14.3 **Candidates are required to take the print out of the Application Form containing the auto generated application number and keep it along with the documents duly photocopied with him/her for record and if shortlisted, the same to be produced at the time of interview.**
- 14.4 Candidates applying for the posts advertised are not required to send the print out of the application form and testimonials/documents to the DAV Regional Directorate by post or by hand/email.
15. **HOW TO APPLY:**
- 15.1 Candidates satisfying the eligibility conditions have to apply only through online registration link available at the websites i.e. www.davcsp.org, www.davunit8.org, www.davpkt.org.in, www.davrki.org, www.davkalinga.org. Please go carefully through the instructions under "HOW TO APPLY" and also detailed instructions given on the main page of online application form.
- 15.2 Online submission of the applications will be allowed on the specified websites only.
- 15.3 The last date for registration, submission of application and payment of application fees is 20.05.2023 upto 5.00 p.m.
- 15.4 While applying online, candidate should have the following readily available.
- 15.4.1 E-mail ID: (which must be valid/active for at least for one year from the date of application).
- 15.4.2 Mobile No: (which must be valid/active for at least one year from the date of application).
- 15.4.3 A soft copy of recent passport size colour photograph of the full face (front view) (not older than 3 weeks) of file size upto 100kb in jpg/jpeg format. Ensure that the size of the scanned image is not more than 100 kb.
- 15.4.4 A soft copy of signature files up to 100 kb in jpg/jpeg format. Ensure that the size of the scanned image is not more than 100 kb.
- 15.4.5 A soft copy of HSC certificate up to 100 kb in jpg/jpeg format. Ensure that the size of the scanned image is not more than 100 kb

- 15.4.6 A soft copy of highest educational certificate up to 100 kb in jpg/jpeg format. Ensure that the size of the scanned image is not more than 100 kb
- 15.4.7 A soft copy of professional educational certificate up to 100 kb in jpg/jpeg format. Ensure that the size of the scanned image is not more than 100 kb
- 15.4.8 A soft copy of TET certificate up to 100 kb in jpg/jpeg format. Ensure that the size of the scanned image is not more than 100 kb

16. ACTION AGAINST MISCONDUCT:

- 16.1 Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated or should not suppress any material information while filling up the "on-line" application.
- 16.2 At any stage of recruitment or later, if a candidate is or has been found guilty of any misconduct such as:
- 16.2.1 Using unfair means during the online examination and interview; or
- 16.2.2 Impersonating or procuring impersonation by any person; or
- 16.2.3 Misbehaving in the examination hall; or
- 16.2.4 Resorting to any irregular means in connection with his/her candidature during selection process; or
- 16.2.5 Canvassing in any form/Using undue influence for his/her candidature by any means; or
- 16.2.6 Submitting of false certificates/documents/information or suppressing any information at any stage; or
- 16.2.7 Giving wrong information regarding his/her educational/ professional qualification; or
- 16.2.8 Writing irrelevant matter including obscene language or pornographic matter in the script(s); or
- 16.2.9 Being in possession of calculator, mobile phone, pager, Bluetooth, headphone, earplug, laptop, iPod and other computing /communication devices;
- 16.2.10 Possessing any form of textual material/handwritten (or typed) pages etc. in addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be:
- 16.2.10.1 Disqualified from the examination and/or ;
- 16.2.10.2 Debarred either permanently or for a specified period from any examination/recruitment and/or;
- 16.2.10.3 Discharged/removed/dismissed from service, if the act of misconduct comes to notice after his/her appointment to the service of DAV Organization.

16.2.11 Any one found to be disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of test contents in any form or any information therein in whole or part thereof or by any means i.e., verbal or written, electronic or mechanical or found to be in unauthorized possession of test content will be considered as serious misconduct and will be debarred/disqualified from examination.

17. **Calculator, Mobile Phone, Pager, Bluetooth, Smart Watch, Headphone, Earplug, Laptop, I-pod and other computing / communication devices texted/printed material will not be permitted inside the examination center.** Therefore, the candidates shall be responsible for safe-keeping of such devices because arrangement for keeping these devices safe cannot be assured. In case any candidate found possessing such items, his/her candidature shall be cancelled and he/she shall be banned at least for 5 years from applying for any posts in DAV Organization.
18. Information on website only: All correspondence with candidates shall be done through e-mail only. All information regarding examination schedule/admit card/interview call letters etc. shall be provided through email/uploading on designated websites. Responsibility of receiving, downloading and printing of admit card/interview call/ any other information shall be of the candidate. DAV Regional Directorate will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/non-receipt of information if a candidate fails to access his/her mail/website in time.
19. No query seeking advice on eligibility will be entertained on telephone / correspondence.
20. No TA/DA is admissible for attending the interview.
21. The decision of DAV Regional Directorate in respect of all matters pertaining to this recruitment would be final and binding on all candidates.
22. DAV Regional Directorate reserves the right to modify/alter/restrict/enlarge/ cancel the recruitment process, if need so arises, without issuing any further notice or assigning any reasons thereof. The decision of the DAV Regional Directorate will be final and no appeal will be entertained against this issue.
23. **SCHEME OF EXAMINATION:**

23.1 **TEACHING POSTS:**

The online test / Computer Based Test (CBT) will comprise of Part-I, II and III. All the questions will be Multiple Choice Questions. The test will be of 120 minutes duration with 80 questions. **Each question will carry 1 mark. There will be negative marking of 0.25 marks for each wrong answer.**

23.1.1 Part-I: General English & Aptitude with 10 Multiple Choice Questions.

23.1.2 Part-II of the test will comprise of 10 Multiple Choice Questions in teaching pedagogy/methodology.

23.1.3 Part-III of the test will comprise of 60 questions on the contents of the specific level and subject.

Finally for preparation of the panel, the following components shall be taken into consideration.

Career	-	20 Marks
CBT	-	40 Marks
Interview	-	40 Marks

23.1.4 The candidates once placed in merit in the interview, may be asked to give a demo teaching for 20-30 minutes in the concerned subjects as per the mentioned syllabus. The demo teaching will be taken as per our suitable date and time which will be intimated to the selected candidates on the day of interview.

PGT	Class XI & XII (CBSE Syllabus)
TGT	Class VI to X (NCERT Syllabus)
PRT	Class III to V (NCERT Syllabus)

23.2 NON-TEACHING POSTS*:

The online test / Computer Based Test (CBT) will be of 120 minutes duration with 80 Multiple Choice Questions. **Each question will carry 1 mark. There will be negative marking of 0.25 marks for each wrong answer.**

The test will comprise of 80 Multiple Choice Questions in General English, Aptitude, Current Affairs, Reasoning and Arithmetic/Accounting etc. Shortlisted candidates of CBT shall have to appear a SKILL TEST on the date of interview.

Finally, for preparation of the panel, the following components shall be taken into consideration:

Career	-	20 Marks
CBT	-	40 Marks
Skill Test	-	10 Marks
Interview	-	30 Marks

Note: * There shall be no CBT for the post of Driver & Gardener.

Sd/-
Regional Director

Sd/-
[Signature]