

General Instructions for applicants appearing in walk-in-interview for panel appointment purely on contract basis:-

1. In order to support the teaching-learning in the Vidyalaya, it has been decided to utilize services of eligible and successful applicants as Contractual Teacher/coaches/instructors etc, purely on fixed salary on temporary basis. Engagement of such teachers in Kendriya Vidyalaya ONGC Ankleshwar will be strictly as per KVS Guidelines and letters issued time to time in this regard.
2. No TA/DA will be paid for attending walk-in-interview.
3. If candidates for any post will be more than 10-15, screening test may be conducted to shortlist meritorious candidate for walk-in-interview.
4. It is mandatory for all applicants to register themselves physically at Kendriya Vidyalaya ONGC Ankleshwar from 8.30 AM to 10.00 AM on the day of walk-in-interview, i.e, 22/03/2024.
5. Application form can be downloaded from school website <https://ongcankleshwar.kvs.ac.in/> if anyone wants to apply for more than one post he/she has to submit separate form for different posts and register for all posts in vidyalaya separately.
6. All applicants have to **bring original educational records/documents** for verification, **self-attested photocopy of educational records, one passport size photograph and experience certificate** if any along with application form. Experience less than 5 month in a year will not be counted. And experience should be of same post from recognised educational institute having affiliation number from any recognised board.
7. Selected candidates will be appointed on contractual basis and **will NOT be entitled for vacation pay** during Summer vacation, Autumn and Winter break. The salary for the months having break will be made on pro rata basis.
8. Working hours shall be same as same regular teachers and **devote 1 hrs 20 min extra additional time optionally at the Vidyalaya for preparation** of teaching learning process, which will be monitored by the principal.
9. The candidates so engaged shall have no claim of rights to appointment on regular basis nor will they be part of the cadre of teacher in KVS. This arrangement is intended to take care of the absence or non-availability of teachers or in situations when there may not be adequate workload for full time teacher or pending regular appointment.
10. This offer will be withdrawn or your services will be immediately terminated, if any stage, it is found that you are not performing your duties well as per the expectation of KVS or you do not possess the required qualification prescribed for direct recruitment to the post or certificate provided by you are incomplete or not genuine.
11. In case of termination of services of a teacher working in same cadre will be decided by their performance during their service period as contractual teacher in the Vidyalaya. A committee constituted by the principal will take decision in this regard which will be final.

Duties and Responsibilities of Contractual Teachers

1. Regular classroom activity/Copy cheking
2. Invigilation duty/Evaluation work
3. Helping students and colleagues in preparation and organization of different curricular/co curricular activities in the Vidyalaya.
4. All other work assigned by the Principal.

