



DELHI PUBLIC SCHOOL DAMANJODI
RECRUITMENT-2025

Information guidelines for the recruitment of Teaching staff purely on Temporary basis till 31st March 2027.

Opening date of submission of the filled in application forms: 09.09.2025

Last date of submission of the filled in application forms: 25.09.2025

Part-A: Subject-wise Vacancy position with required qualification and experience.

S.N.	Vacancy in Subjects	No. of Post(s)	Essential Qualification (s)	Experience
1	English	01	Bachelor's Degree in English Hons. from a recognised university with minimum 50% marks and B. Ed. with OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
2	Hindi	02	Bachelor's Degree in Hindi Hons. from a recognised university with minimum 50% marks and B. Ed. with OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
3	Mathematics	01	Bachelor's Degree in Science (Maths. Hons.) from a recognised university with minimum 50% marks and B. Ed. with OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
4.	Science	01	Bachelor's Degree in Science (PCM / CBZ) Hons. from a recognised university with minimum 50% marks and B. Ed. with OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
5	History	01	Bachelor's Degree in History Hons. from a recognised university with minimum 50% marks and B. Ed. with OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
6	Geography	01	Bachelor's Degree in Geography Hons. from a recognised university with minimum 50% marks and B. Ed. with OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school

S.N.	Vacancy in Subjects	No. of Post(s)	Essential Qualification (s)	Experience
7	Computer Science	01	Bachelor's Degree in Computer Science / MCA from a recognised university with minimum 50% marks and B.Ed.	Preferably 2 years of teaching experience in an English medium school
8	Physical Education(PET)	01	Bachelor's Degree (B. P. Ed.) from a recognised university with minimum 50% marks and OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
9	Odia	01	Bachelor's Degree in Odia Hons. with minimum 50% marks and B.Ed. from a recognised university with OSSTET / CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
10	Pre-Primary	01	Bachelor's Degree in any discipline with minimum 50% marks and B.Ed. from a recognised university with OSSTET/CTET (Paper II)	Preferably 2 years of teaching experience in an English medium school
	Total Vacancy	11		

Note:

- Interested candidates are directed to download the Application form from the school website (www.dpsdamanjodi.com) and filled application submitted by courier/speed post only giving their details, supported by self-attested copies of all testimonials starting from class X onwards and a passport size colour photograph so as to reach to “**The Principal, Delhi Public School Damanjodi, Nalco Township, Damanjodi, Koraput, Odisha - 763008**” on or before the scheduled last date.
- The soft copy of the application format as available in the school website shall be sent to the e-mail id dpsdmj@rediffmail.com in advance.
- Please mention name of the post on the top of the envelope. Incomplete applications shall be rejected without any intimation to the candidate.
- Only short-listed candidates will be called for interview. The date of interview will be intimated by e-mail for which the candidates are required to mention their active e-mail id in their application as well as intimated by school website.

Part-B: General Instructions:

- The appointment is purely on temporary basis for a period up to 31st March 2027 from the date of joining in the institution. During this period, the candidates will be paid a consolidated salary of **Rs. 35,400/-** per month.

- The candidates may be re-engaged in the subsequent year if necessary to the institution subject to satisfactory performance and conduct.
- The subsidized 'A' type residential accommodation will be provided with deduction of House Rent & Meter Reading charges.
- The Medical Card will be issued for yourself for outdoor treatment at Nalco Hospital, Damanjodi.
- The candidate will not make any claim as a permanent employee of the institution in future, after completion of the term of his / her service.
- If any candidate applies for more than one post then his/her applications will be rejected.
- The School Management reserves the right to cancel/modify/restrict the recruitment process without issuing any further notice or assigning any reason whatsoever.
- The Management also reserves the right to increase/decrease the number of posts advertised, if need arises without assigning any reason whatsoever.

Part-C: Guidelines for the candidates:

1. The recruitment process will be followed by Written Test, demo and interview for preparing the panel of purely temporary staff.
2. Maximum age limit:
Maximum age is 40 years (As on 25.09.2025). The relaxation in age limit may be considered for the experienced candidates (preferably working in CBSE affiliated school).
3. The preference will be given to the highly experienced candidates having excellent command over written and spoken English, bright academic record with first class throughout and Public School background, ability to teach at least two subjects and demonstrated interest in extra-curricular and co-curricular activities.
4. Applicants should bring Original Certificates for verification purpose on the day of interview.
5. Candidates are advised to check the eligibility criteria, before applying /attending the interview. If a candidate does not possess the requisite qualification, she/he will not be interviewed, found ineligible at later stage, will not be placed in the panel/appointed. If wrong information is furnished and on appointment and found later, services will be terminated and appropriate disciplinary action will be initiated against such candidates.
6. Temporary teaching staff is not entitled to other service benefits, like EL / LTC / Puja Advance etc. However, the provisions applicable for the Temporary teachers will be followed by the school.
7. Services of temporary teachers will be evaluated and services will be terminated if the performance is not upto the desired mark.

8. A temporary teacher, if appointed, and later wants to discontinue the service for any reason, at least one month advance notice must be given to the school to make further alternative arrangements.
9. Before end of the contract or before quitting the with one month notice, the contractual teacher must produce "No Dues" certificate, failing which the consolidated salary due will be withheld.
10. Temporary teacher, if appointed shall maintain absolute integrity towards his/her profession and justify his/her services. The students must be benefited with classroom transaction/any allied academic activity.
11. He / She should take utmost care of students under his/her care, as the safety and security of the students is of paramount importance. He/she should not resort to corporal punishment.
12. He/she should maintain himself/herself in such a way as the society expects from a teacher and should follow the Code of Conduct for Teachers as per CBSE guidelines.
13. He/she should perform all the assignments /tasks allotted by Principal/HM from time-to-time based on exigency/need of the school.
14. Classes will be allotted depending upon the need of the school and no temporary teacher can force the employer to allot classes according to their choice.
15. Canvassing in any form leads to the disqualification of the candidate.
16. No TA/DA will be paid to the candidates for attending the Written Test or Interview or otherwise, in connection to the recruitment/selection process.

S/d-
Principal



DELHI PUBLIC SCHOOL DAMANJODI

Recruitment of Temporary Teaching Staff
Post Applied for _____

Fix a recent
passport sized
colour photograph
here

BIO-DATA

Personal Details	Contact Details
Name of the Candidate: Date of Birth: Age as on _____: Address for Correspondence:	Mobile No: Adl. Mobile No: e-mail id:

Educational Qualifications:-

S.N.	Document	Year of Passing	Board / University	Maximum Marks	Marks secured	% of Marks
1.	X / Matric					
2.	XII / +2					
3.	Graduation / +3					
4.	Post Graduation					
5.	Other (if any)					

Professional Qualifications:-

S.N.	Document	Year of Passing	Board / University	Maximum Marks	Marks secured	% of Marks
1.	B. ED					
2.	M. ED					
3.	B. P.ED / M.P.ED					
4.	OSSTET					
5.	CTET (Paper - II)					
6.	Others					

Experience details: -

S.N.	Name of the Institution	Post	Duration of the work		Year of Experience
			From	To	
1.					
2.					
3.					

Declaration:- I hereby declare that all the above information furnished by me is true and correct to the best of my knowledge and belief.

Note:- A separate sheet may be enclosed if required

Date: _____

(Signature of the candidate)

Name: _____