

EMPANELMENT OF GUEST FACULTY

State Institute for Development of Arts & Crafts, Bhubaneswar invites applications from qualified & experienced trainers to be empanelled as **Guest Faculty for State Level & District Level Training Courses** run by SIDAC.

For detailed terms & conditions, application forms, please visit the website **www.sidacodisha.org.in**. The last date for submission of application is upto 5.00 pm on **07-03-2022**.

Member Secretary



State Institute for Development of Arts & Crafts

Handlooms, Textiles & Handicrafts Department, Govt. of Odisha

Handicrafts Complex, Gandamunda, Bhubaneswar-750030

Tel. No. +91 (0) 674 2350318, E-mail: sidacorissa@gmail.com, www.sidacodisha.org.in

TERMS OF REFERENCE FOR EMPANELMENT OF GUEST FACULTIES

State Institute for Development of Arts & Crafts (SIDAC), Handicrafts Complex, Gandamunda, Khandagiri, an organization under Handlooms, Textiles and Handicrafts Deptt. Govt of Odisha invites applications from experienced and qualified trainers in handicrafts activities for empanelment as “Guest Faculties” for State level and district Level training Centers.

At the State Level, the institute is conducting three level of course i.e Basic, Higher and Masters and duration of each level of course is one year (at Gandamunda, Khandagiri). The crafts covers under basic level and higher level are Pattachitra, Appliqué, Terracotta, Palmleaf Engraving, Stone Carving and Wood Carving. The Master Course covers Pattachitra, Palmleaf Engraving, Stone Carving and Wood Carving. Intake capacity for each level of course is 10 per each craft. One Guest faculty will be engaged for each course.

At the District level, there are three training centers located at Kenduvilwa of Khurda district (Pattachitra), Athagarh of Cuttack district (Pattachitra) and Konark of Puri district (Stone Carving). Duration of each course is one year and Intake capacity for each training centre is 10. One Guest faculty will be engaged for each training centre.

The Terms of Reference:

The empanelment will be based on educational qualification, experience and personal interview. Marks will be awarded for each segment during selection process of empanelment. The empanelment does not guarantee engagement.

The institute will engage guest faculties as per requirement from the panel list. The usual timing of the training classes is from 10.00AM to 5.00PM daily. Training classes will be closed on public holidays. The engagement will be purely on contractual basis.

Remuneration: Rs. 15,000/- per month (Consolidated)

Eligibility:

- i. The candidate must be between 25 to 60 years of age.
- ii. The minimum educational qualification is 10th pass.
- iii. The candidate must be an Empanelled MCM of Directorate of Handicrafts, Odisha in that craft for which he/ she is applying. However this is not mandatory in case applicant is a National Handicrafts Awardee/ State Handicrafts Awardee.
- iv. The candidate must have conducted at least 05 nos of handicrafts training programme each of minimum duration of 1 month as trainer after being empanelled with Directorate of Handicrafts.

The candidates having the aforesaid criteria will be shortlisted for next phase of empanelment. The next phase will be award of marks as per the document submitted. Marks will be awarded on the basis of Educational Qualification, Experience, Award & Recognition and Personal Interview. Without supportive document marks will not be awarded and the applicant will not be called for personal interview.

The applicants must have to submit self attested documents against all the credentials mentioned in the application form.

Crafts for Empanelment

The empanelment will be made in six crafts i.e Applique, Pattachitra, Palm leaf Engraving, Terracotta, Stone Carving & Wood Carving only.

How to apply

The candidate have to submit the filled in prescribed application form as at “**Annexure-I**” along with required supportive documentary proof. Applications will be received through Speed post/ Registered Post/ Courier etc. The candidate may also e mail the scan copies of filled in application form along with all supportive documents to sidacorissa@gmail.com. Filled in applications forms will also be received at SIDAC directly on working days within the stipulated time period. The supportive document will be verified with the originals at SIDAC by a Committee on the date of personal interview. ***Last date of submission of applications along with all supportive documents is 5.00 PM on 7th March 2022.*** No applications will be entertained after the stipulated time period. SIDAC will not be responsible for any kind of postal delay.

If any applicant wants to apply for empanelment in multiple crafts/ both level (i.e State & District) , then he/she has to submit separate applications for each case.

Address for submission of application:

Member Secretary,
State Institute for Development of Arts & Crafts
Handicrafts Complex, Gandamunda
Khandagiri, Bhubaneswar
Odisha, 751030
Ph: 0674 2350318
E mail: sidacorissa@gmail.com

Website: www.sidacodisha.org.in

For further queries in this regard, Please contact:

- i. Smt. Santa Nibedita Sahoo, HPO (7978964322)
- ii. Sri Biswajit Patra, Project Coordinator (9658091814)

APPLICATION FORM FOR EMPANLEMENT OF GUEST FACULTIES

01	Empanelment for which Level (tick mark the appropriate one)	:	<ul style="list-style-type: none"> i. State Level ii. District Level 	Affix recent passport size colour photograph
02	If District level, then specify the Centre name (tick mark the appropriate one)	:	<ul style="list-style-type: none"> i. Kenduvilwa (Khurdha) ii. Konark (Puri) iii. Athagarh (Cuttack) 	
03	Name of the Applicant	:		
04	Fathers/ Husbands Name	:		
05	Permanent Address with PIN Code	:		
06	Communication Address with PIN Code	:		
07	Contact telephone no: <i>Specify one or two active telephone number</i>	:		
08	E Mail ID if any	:		
09	<ul style="list-style-type: none"> i. Date of Birth ii. Age as on 01.01.2022 <i>(attach proof of age)</i> 	:		
10	Category <i>Tick the appropriate one (attach copy of certificate if other than General)</i>	:		(SC/ ST/OBC/ Minority/General)
11	Educational Qualification <i>(Mention the highest educational qualification and attach self attested copy of the certificate)</i>	:		

12	Proof of Identity <i>(Indicate I-card no of Aadhar/ Voter ID/ Pan Card/ DL etc)</i> Attach copy of the Photo identity proof	:	
13	Preferred Craft for empanelment as Guest Faculty <i>(mention only one from the six crafts as per the TOR)</i>	:	
15	MCM Empanelment details: <i>Mention the year of empanelment with DH / DH & CI along with Craft and letter no (Copy of the letter to be attached)</i>	:	
16	Experience: <i>Specify the no of programme conducted along with types of programme. (Copy of the Engagement letter to be submitted for each programme)</i>	:	
17	Award and Recognition: <i>Clearly mention the awards received / year of receipt and attach copy of the proof towards receipt of award</i>	:	
18	Courses done related to Handicrafts <i>Specify the detail of the course completed & year of completion. Attach copy of certificates in this regard</i>	:	
19	Any other information in support of your candidature <i>Attach all supportive document</i>	:	

Undertaking

I undertake that no criminal case is pending against me and all the information submitted along with the supportive documents are true to the best of my knowledge. Any information found false in future will lead my candidature to be disqualified.

Signature of the applicant

Date