

# EMPANELLEMENT OF GUEST FACULTY AT SIDAC

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 managed by SIDAC. For detailed term & conditions and applications form, please visit the website **[www.sidacodisha.org.in](http://www.sidacodisha.org.in)**. The last date for submission of application is upto 5:00 pm on **04-10-2024**.

Sd/-

Member Secretary

**State Institute for development of Arts & Crafts**

Handlooms, Textiles & Hadicrafts Department, Govt. of Odisha  
Handicrafts Complex, Gandamunda, Bhubaneswar-751030

Tel.No. +91(0)674 2350318,

E-mail: [sidacorissa@gmail.com](mailto:sidacorissa@gmail.com), [www.sidacodisha.org.in](http://www.sidacodisha.org.in)



**APPLICATION FORM FOR EMPANNLEMENT OF GUEST FACULTIES**

<b>01</b>	<b>Name of the Applicant</b> <i>(attach any photo identity card)</i>	:	
<b>02</b>	<b>Date of Birth</b>  <b>Age</b> <i>(as on 05.09.2024 and attach proof of age)</i>	:	
<b>03</b>	<b>Category</b>  <b>(SC/ ST/OBC/ Minority/General)</b>  <i>Mention the appropriate one and attach copy of certificate if other than General</i>	:	
<b>04</b>	<b>Educational Qualification</b>  <i>(Mention the highest educational qualification and attach copy of the certificate)</i>	:	
<b>05</b>	<b>Communication Address:</b>  <i>Specify the detail address along with pin code</i>	:	
<b>06</b>	<b>Contact telephone no:</b>  <i>Specify one or two active telephone number</i>	:	
<b>07</b>	<b>E Mail ID</b>	:	
<b>08</b>	<b>Proof of Identity</b>  <b>( Aadhar/ Voter ID/ Pan Card/ DL etc)</b>  <i>Attach copy of the identity proof</i>	:	
<b>09</b>	<b>Preferred Craft for empanelment as Guest Faculty</b>  <i>Can mention only from the six crafts as mentioned in the TOR</i>	:	

10	<b>MCM Empanelment:</b>  <i>Mention the year of empanelment with DH / DH &amp; CI along with Craft and letter no (Copy of the letter to be attached)</i>	:	
11	<b>Courses done related to Handicrafts</b>  <i>Specify the detail of the course completed &amp; year of completion. Attach copy of the completed courses.</i>	:	
12	<b>Experience:</b>  <i>Specify clearly the months of experience along with Institute name/ nature of the job/ duration etc and attach copy of the same</i>	:	
13	<b>Award and Recognition:</b>  <i>Clearly mention the awards received / year of receipt and attach copy of the receipt of award</i>	:	
14	<b>Any other information in support of your candidature</b>  <i>Attached 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.*

***Signature of the applicant***

***Date***

## **Terms of Reference**

State Institute for Development of Arts & Crafts (SIDAC) an autonomous institution under Handlooms, Textiles & Handicrafts Deptt. Govt of Odisha, proposed to empanel experienced and qualified Guest Faculties for it State level and District level Institutional Training Centers.

At the State Level, the institute is at Gandamunda, Khandagiri having three level of course i.e Basic, Higher and Masters and duration of each level of course is one year. 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 empanelment will be based on educational qualification, experience, skill test and personal interview. 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 is from 10.00AM to 5.00PM daily. The engagement will be purely on contractual basis.

### **Remuneration:**

- i Rs. 22,500/- per month (Consolidated) for “**Category A**” crafts (Wood carving, Stone Carving, Pattachitra, Palmleaf Engraving)
- ii Rs. 20,000/- per month (Consolidated) for “**Category B**” crafts (Applique, Terracotta)

### **Minimum Eligibility:**

- i. The upper age limit for empanelment is 50 years as on 05.09.2024.
- ii. The minimum educational qualification is 8<sup>th</sup> Pass. Preference will be given to candidate having better qualification.
- 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 of applicant who is a National Handicrafts Awardee/ State Handicrafts Awardee.
- i. The candidate must have experience of conducting at least 36 month of handicrafts training programme as trainer after empanelment with Directorate of Handicrafts.

### **Relaxation:**

- i. 10 years of age relaxation in case of Shilp Guru/ National/ State Awardee.
- ii. Age relaxation as per Govt. Guideline in case of SC/ ST/OBC/ Women/ PH.

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, skill test and Personal Interview. Without supportive document marks will not be awarded.

***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. The empanelment does not guarantee engagement. SIDAC will engage guest faculties as and when required from the empanel list.

## **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 can e mail the scan copies of filled in application form along with all supportive documents to [sidacorissa@gmail.com](mailto:sidacorissa@gmail.com). Filled in applications forms will also be received at SIDAC directly on working days within the stipulated time period. ***Last date of submission of applications along with all supportive documents is 4<sup>th</sup> october 2024.*** 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. Incomplete application & application without supporting document will be rejected at scrutiny level.

## **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](mailto:sidacorissa@gmail.com)

Website: [www.sidacodisha.org.in](http://www.sidacodisha.org.in)

For further queries in this regard, Please contact:

*Smt. Santa Nibedita Sahoo, HPO (7978964322)*