

OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION
DISTRICT-NORTH-WEST-A
BL BLOCK, SHALIMAR BAGH, DELHI

No.F.DNWA/G.Tr./2019/

641

Dated: 22/8/2019

Appointment Order as a Guest Teacher

The competent authority is pleased to appoint the following teachers as per details given below. This issues prior approval of DDE North West-A Vide U.O. No. 3492/PB/DNWA dated 19/08/2019.

S. No.	Name	Post	ID	Allotted School
1.	Isha Jain	PGT Eco.	2014001201	Bhalswa Village, Sarvodaya Vidyalaya (1309280)
2.	Rahisuddin	PGT Eco.	20129508	Shahbad Daulatpur- GBSSS (1310431)

Guest Teachers who have been allotted schools are hereby informed to report for joining in the office of concerned HOS within **next three working days and submit the copy of manual joining duly forwarded by HOS in the District office.**

At the time of reporting, concerned teacher must **carry following documents for verification by the concerned HOS.**

1. Copy of online Registration slip/Application Form
2. SC/ST/OBC/PH caste certificate (if applicable).
3. Self attested photocopies of all relevant educational qualifications (both sides) like year wise Mark sheets/Certificates, Provisional/Degree (from 10th onwards). Candidates without certificate, degree or provisional certificate will not be entertained.
4. CTET marksheet and certificate (if applicable).
5. One photograph pasted on the Application form (Not stapled)
6. Identity Proof (preferably Copy of Aadhaar card).

Further, concerned HOS will take following action for the engagement of Guest Teacher for session 2019-20:-

1. Ensure the authenticity of all the documents submitted by the concerned Guest Teachers.
2. Give the concerned Guest Teacher manual joining if the teacher fulfills all eligibility condition for the particular post/ subject laid down by DOE as per existing RRs.
3. Submit a copy of manual joining immediately in the O/o DDE (NW-A) so as his /her name can be uploaded in MIS for online joining.
4. Thereafter, HOS may check the candidate's name in MIS and generate online engagement letter. Mere allotment of school does not guarantee the engagement of the candidate and it is further subject to the availability of vacancy at the time of

 

reporting in the allotted school and fulfillment of eligibility criteria as per existing RRs of DOE.

After joining of eligible candidates, HOS must get their documents verified from their respective boards/ Institutions/ universities. Further in case of any negative report, the same may immediately informed to the District office.

While every care has been taken in preparing the list, District office reserves the right to rectify errors and omissions, if any.

MTR 22/8/19
**Deputy Director of Education
District North West -A**

Copy to-

1. OS (IT) with the request to upload in Public Circular on official website.
2. ADE (E-V) for information.

MTR 22/8/19
**Section Officer (PB)
District North West -A**