

STATE PROJECT DIRECTOR – CUM- DSE  
Samagra Shiksha, Chandigarh  
3<sup>rd</sup> floor, Additional Deluxe Building, Sector-9D,

Ref. No: Voc/Edu/SS/2024/ 1165-71

Dated 24/6/24

To,

The Principals

G.M.H.S- 25, G.M.H.S - Kishangarh , G.M.H.S-41D, Badheri, G.M.H.S-38W, GMSSS Maloya RC 1, G.H.S.-54, G.M.S.S.S- 45-C, G.H.S.-50B, G.M.H.S-32D, G.M.H.S-Karsan, GMHS- MALOYA RCII, G.M.H.S - NEW Makhana Majra , G.M.H.S MANIMAJR A, G.M.H.S. Pocket No. 1 Mani Majra, G.M.H.S Vikas Nagar Mauli Jagran.

**Subject: Engagement of Part Time Skill Trainers for teaching of Vocational subjects for the session 2024-25.**

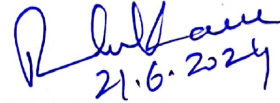
Please, refer to this office letter no. Voc/Edu/SS/2024/1033-38 Dated 11/06/24 vide which you were informed about the introduction of vocational education in your school. The school Heads/ Cluster Heads are advised to start the process of engaging the services of Part Time hourly basis Skill Trainers immediately, so that no teaching hours of concerned students is wasted. The rate of Honorarium shall be @ Rs. 333.33 per hour for maximum 60 hours in a month, i.e Rs. 20,000/- per month (maximum). Part Time Vocational / Skill trainers are to be engaged as per terms and conditions approved by MoE i.e. w.e.f. first week of July 2024 to March 2025 for the current session.

The following terms and conditions are to be strictly adhered to while selecting the Part Time Skill Trainers.

- Advertisement display on School Web site and on notice board for engaging Part Time Vocational / Skill Trainers. (performa attached )
- Each school will be provided one Part Time Vocational / Skill Trainer for each skill course
- The selection will be made by a committee formed at school level, comprising of Cluster Head/ (Chairperson) SMC members, subjects experts of the relevant field /subject, One Head Office nominees i.e. Dy. SPD & her/his nominee will be present for ensuring that the hiring is transparent & on merit.
- The selection will be purely on the basis of merit.
- The candidates must possess qualification as prescribed by CBSE at the time of interview/ selection (copy attached).
- The engagement of Part Time (hourly basis) Vocational/ Skill Trainers shall be valid for the current session only.
- Part Time Vocational /Skill trainers are to be engaged at honorarium @ Rs 333.33/- per hour for maximum 60 hours (maximum Rs 20000/- per month).
- They may enrol at least 40 students of class IX for the Vocational/skill Course.
- The syllabus as given by CBSE has to be followed.
- Assessment facilitation at the end of each academic year.
- One Industrial visit for each skill course will be arranged in every quarter.
- Follow the condition of service of the Department of Education UT. Chandigarh regarding age of retirement.
- Criteria for engagement of Skill Trainers for the class 9th and 10th .
  - Interaction – 10 Marks.
  - Professional Qualification – 25 Marks
  - Experience in the relevant field minimum 2 years. ( 1 mark for a complete one year, maximum 10 years) - Total 10 marks.
  - Graduation – 5 Marks



your are advised to display notification of the vacancy on the school Notice Board as well as on the website of the school as per performa attached well in advance and prominently so that the best talent is attracted. The Chairperson of the selection committee along with the members of the committee will be accountable for any deviation from the qualification or other norms.

  
21.6.2024

for Dy. State Project Director-cum-DDSE  
State Project Director-cum-DSE  
UT Chandigarh.

Copy is forwarded to the following for Information:

- PA to SPD-cum-DSE- UT, Chandigarh
- District Education Officer - UT, Chandigarh
- AC F&A , Samagra Shiksha
- Supdt. , Samagra Shiksha
- Concerned Principals
- Concerned CRCCs

Sd/-

for Dy. State Project Director-cum-DDSE  
State Project Director-cum-DSE  
UT Chandigarh.