



**OFFICE OF THE PRINCIPAL, S.K.C.G. AUTONOMOUS COLLEGE  
PARALAKHEMUNDI GAJAPATI, ODISHA-761200**

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Letter No. 1667/2026.

Date:-06-07-2026

**WALK-IN INTERVIEW FOR EMPANELMENT & ENGAGEMENT OF GUEST  
FACULTY (ACADEMIC SESSION 2026-27)**

Applications are invited from eligible candidates for **empanelment and engagement of Guest Faculty** in different subjects for the Academic Session **2026-2027**. Interested candidates are required to submit their applications **online** through the **Higher Education Information Management System (HIMS) Portal** of the Department of Higher Education, Government of Odisha, on or before **14<sup>th</sup> July 2026**. Candidates who have successfully submitted the online application are eligible to appear in the Walk-in Interview with a downloaded copy of the online application, original certificates, and one set of self-attested photocopies for document verification as per the following schedule.

**Interview Schedule**

Date & Day	Subjects for interview	Reporting Time
17-07-2026 (FRI DAY)	Odia, Sanskrit, English, Political Science, Philosophy & History	10:00 AM
18-07-2026 (SATUR DAY)	Commerce, Life Sciences, Economics, Geography, Home Science & Mathematics	10:00 AM

**Eligibility Criteria**

Candidates must possess:

- A **Master's Degree** in the concerned subject from a recognized University with **at least 55% marks or equivalent grade**.
- A **Second Class in Bachelor's Degree** is essential.
- Other eligibility conditions shall be governed by the Department of Higher Education, Government of Odisha, vide **Letter No. 32495/HE dated 16.06.2026** and **Letter No. 12109/HE dated 12.06.2019**.

**Important Dates**

- **Opening of Online Application: 07<sup>th</sup> July 2026**
- **Closing of Online Application: 14<sup>th</sup> July 2026**

**How to Apply**

1. Candidates must register and submit their online application through the **HIMS Portal** ([https://hims.odisha.gov.in/guest\\_faculty/home](https://hims.odisha.gov.in/guest_faculty/home)) before appearing for the Walk-in Interview.
2. Submission of the online application through the HIMS Portal is **mandatory**.
3. Candidates who fail to submit the online application through the HIMS Portal shall **not be permitted** to participate in the interview.

  
Principal  
S.K.C.G (Auto) College  
Paralakhemundi, Gajapati

## Documents Required for Verification

Candidates must bring the following documents:

1. Downloaded copy of the online HIMS application form.
  2. Detailed Resume/Curriculum Vitae (CV).
  3. Original certificates, mark sheets, and testimonials from Class X onwards.
  4. One set of self-attested photocopies of all certificates and mark sheets.
  5. UG/PG teaching experience certificate(s), if any.
  6. One recent passport-size colour photograph.
  7. One valid Government-issued Photo Identity Proof.
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## Terms & Conditions

1. Engagement of Guest Faculty is purely **temporary**.
  2. Canvassing in any form will lead to disqualification.
  3. The undersigned reserves the right to cancel the Walk-in-interview without assigning any reason thereof.
  4. The College reserves the right to terminate the engagement at any time without assigning any reason.
  5. Selected Guest Faculty shall abide by all rules and regulations issued by the Department of Higher Education, Government of Odisha, and the College from time to time.
  6. Selection shall be made strictly in accordance with the Guidelines issued by the Department of Higher Education, Government of Odisha, vide **Letter No. 32495/HE dated 16.06.2026**, and **Letter No. 12109/HE dated 12.06.2019**.
  7. The decision of the Selection Committee shall be final and binding.
  8. No TA/DA shall be admissible for attending the interview.
  9. The number of Guest Faculty positions to be filled shall depend upon Government approval and institutional requirement.
  10. Remuneration shall be paid as per the prevailing Government guidelines.
  11. Candidates are advised to visit the College website regularly for updates and announcements.
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## Selection Procedure

Selection of Guest Faculty shall be made strictly in accordance with the Guidelines issued by the Department of Higher Education, Government of Odisha, vide **Letter No. 32495/HE, dated 16.06.2026** and **Letter No. 12109/HE, dated 12.06.2019**. Candidates are advised to visit the College website <https://skcgparala.ac.in/> for detailed information and updates.

  
Principal  
S.K.C.G (Autb) College  
Paralakhemundi, Gajapati

Urgent/ By Speed Post

GOVERNMENT OF ODISHA  
DEPARTMENT OF HIGHER EDUCATION

No. HE-GCET-MISC-0014-2019/ 32495 /HE, Date: 16/06/2026

From

Smt. Mousumi Nayak, OAS (S)  
Joint Secretary to Government

To

The Principals,  
All Government Degree Colleges, Odisha

Sub: Fresh engagement of Guest Faculties on Contractual basis in Government Degree Colleges for the AY 2026-27-reg.

Ref: This Deptt. Letter no. 32849 dtd. 23.06.2025  
This Deptt. Letter no. 26445 dtd. 23.05.2025  
This Deptt. Letter no. 12109 dtd. 12.06.2019


Madam/Sir,

In inviting a reference to the subject cited above, I am directed to inform that fresh engagement of Guest Faculties against sanctioned vacant posts in different disciplines in Government Degree Colleges of the State shall be undertaken for the Academic Year 2026-27, strictly in accordance with the guidelines issued vide this Department Letter No.12109/HE dated 12.06.2019 and remuneration enhanced vide this Department Letter No.32849/HE dated 23.06.2025.

Further, the entire process relating to engagement of Guest Faculties, including creation of vacancies, submission of requisitions, publication of advertisements, receipt of applications, selection and engagement, shall be carried out through the HIMS Portal as per the **Standard Operating Procedure (SOP) on the Guest Faculty Module for Government Colleges**, enclosed herewith for guidance and strict compliance. The SOP details the workflow for vacancy creation, requisition submission, approval and advertisement publication through the HIMS Portal.

You are therefore requested to take necessary action accordingly and ensure timely completion of the engagement process for the Academic Year 2026-27.

Yours faithfully,

  
Joint Secretary to Government

Memo. No. 32496/HE, Date: 16/06/2026

Copy forwarded to all RIDs of Odisha for information & necessary action.

  
Joint Secretary to Government

**MOST URGENT**

**GOVERNMENT OF ODISHA  
DEPARTMENT OF HIGHER EDUCATION**

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HE-FEIIA-MISC-0051-2019 12109 /HE, Dtd 12.6 19

From

Dr. Partha Sarathi Mishra, IAS  
Additional Secretary to Government

To

**The Director, Higher Education, Odisha, Bhubaneswar.**  
**All RDEs/ All Principals of Govt. Colleges of the State.**

Sub: Guidelines for the engagement of Guest Faculties in the Govt. Colleges of the State.

Madam/Sir,

I am directed to invite a reference to the subject cited above and to enclose herewith a copy of the proceeding of the meeting held on 27.03.2019 regarding the guidelines for the engagement of Guest Faculties in the Govt. Colleges of the State.

You are therefore requested to follow the guidelines enumerated in the proceeding during the time of engagement of Guest Faculties in the Govt. Colleges of the State. Engagement of number of Guest Faculties will depend on the enrollment of students as per sanctioned seats and sanctioned posts. Any deviation in this regard will be viewed seriously and responsibility will be fixed accordingly.

This may please be treated as most urgent.

Yours Faithfully

*[Signature]*  
12.6.19  
Additional Secretary to Government

## Engagement of Guest Faculty

After the re-opening of college after summer vacation, process of selection of guest faculty be started.

After the process of selection is over, Principals are required to furnish data as per the proforma enclosed as **Annexure-I** to the Directorate of Higher Education at the earliest. Guest faculties be engaged only against sanctioned posts. However, where students have taken admission without sanction of additional post, guest faculties can be engaged as per the workload calculated in **Annexure-II**.

### SELECTION PROCEDURE:-

Selection of guest/visiting faculties shall be made by a committee. The composition of such committee for each subject shall be as follows:-

- (1) Principal of the college shall be the Chairman of the committee.
- (2) Head of the Department.
- (3) One Senior faculty from other department /subject nominated by Principal.
- (4) One subject expert from the same college (if there is a member at all )

Colleges where there is no faculty member in the concerned subject, persons in order of following preferences may be invited.

- i- Faculty of nearby Govt. College.
- ii- Retired faculty of Govt. College.
- iii- Faculty of nearby Non-Govt. Aided College.
- iv- Retired faculty of Non-Govt. Aided College.

### Qualification, Career Assessment and age limit of Guest Faculty.

Master's Degree in the concerned subject from a recognized University with at least 55% marks or its equivalent grade with a second class in the Bachelor's Degree is essential.

Selection shall be based on career marks and viva-voce test. The distribution of weightage for the career assessment suggested is as follows:-

Career and Teaching experience	-	60 marks.
Viva-voce	-	40 marks.

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*Devi*  
*Acc. Dir. (P)*

### Career Marking :

Sl No.	Qualification	Marks			
		1 <sup>st</sup> Divn	2 <sup>nd</sup> Divn.	3 <sup>rd</sup> Divn.	Distinction
i	Ph.D			08	
ii	Net			06	
iii	M. Phil			04	
iv	MA/M.Sc./M.Com or equivalent Degree	12 marks	08 marks	04 marks	-
v	B.A.(H)/B.Sc.(H)/B.Com(H) or equivalent Degree	08 marks	05 marks	02 marks	02 marks
vi	B.A.(P)/B.Sc.(P)/B.Com(P) or equivalent Degree	05 marks	03 marks	01 marks	02 marks
vii	+2 or equivalent Degree	04 marks	03 marks	02 marks	-
viii	H.S.C or equivalent Degree	03 marks	02 marks	01 marks	-
ix	Teaching experience	02 mark for each year of experience * ( subject to maximum 10 marks )			

\*Engagement for 9 months or more may be considered as one year in case of guest faculties engaged earlier.

### Viva-Voce Marking :

- (i) Teaching capability : **20 marks**  
(ii) Conceptual understanding in the subject domain : **15 marks**  
(iii) Perspective in positivity and leadership : **5 marks**

Preferences be given to superannuated faculties and teachers having Ph.D./NET with more than 3 years experience in any Govt. Colleges of the State may be engaged without going through the interview process as per the regular selection procedure. In case of superannuated faculty at least 10 years of teaching experience at UG level or above must be recommended by the HOD of the Department with their CV attached. The Committee may consider the CV in absentia and decide on his engagement. However, their cases may be considered for engagement up to age limit of 70 years.

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Act. Dir. (II)