



**GOVERNMENT OF KHYBER PAKHTUNKHWA
ELEMENTARY & SECONDARY EDUCATION
DEPARTMENT**

Dated Peshawar the, 22.04.2021

NOTIFICATION

No.SO(B/T)E&SE/20-1/DPD/2021. Pursuant to the decision taken in 8th CRRP stock-take meeting held under the Chairmanship of Minister E&SE on 1st April 2021, the Competent Authority is pleased to notify the following criteria for the selection of Master Trainers for various training programs under the Directorate of Professional Development, Khyber Pakhtunkhwa.

ELIGIBILITY CRITERIA-A		
S. No.	Level of Trainees (Participants)	Level of Trainers
1	Primary School Teachers	PST, CT, SST, SS / SSS & (ASDEOs for the training of PSHTs)
2	Elementary School Teachers (CT)	CT, SST, SS / SSS (with relevant subjects)
3	Elementary (specialized cadres) TT, AT, Qari, DM, PET	TT, AT, Qari, DM, PET, SS Islamiat and SS Physical Education
4	Secondary School Teachers	SST, SS / SSS / SI (with relevant subjects)
5	School Heads	HM / Principals / Senior Instructors
6	Educational Managers (DEOs)	Education Managers / Senior Instructors / Resource Persons for specialized fields

ELIGIBILITY CRITERIA-B (ACADEMIC, PROFESSIONAL, FOREIGN QUALIFICATIONS & EXPERIENCE)				
S. #	Degree / Certificate			
	Score (15)	Score (10)	Score (5)	Remarks
1	MPhil and above	Master / BS	BSc / B.A	Additional 03 marks will be given in case of foreign degree / certificate or double master in relevant subject
2	MA Edu, EPM, M.Ed., B.Ed. (Hons)	B.Ed. (1 year)	CT / PTC/other Certification	
TRAINING EXPERIENCE				
As Trainer (Score-10)		As Trainer (Score-8)		As Trainee (Score-6)
Conducted 5 or more sessions of at least 3 days each		Conducted 3 or more sessions of at least 3 days each		Attended at least 01 training session of 3 days or more

ELIGIBILITY CRITERIA-C (COMPUTER LITERACY)		MARKS: (50 MINUTES)	
Indicator	Levels		
	Score -3	Score -2	Score -1
MS Word	Able to write an official letter using standard format	Able to write an official letter without standard format	Able to just type a few sentences
Presentations /PPT	Able to use animations, transitions	Able to change design templates	Able to create and make slides
Spreadsheets / Excel	Able to format data in excel, use of basic formulae	Able to enter data in rows and columns	Able to create a worksheet
Internet	Able to download materials and save in a folder	Able to send/receive emails & WhatsApp messages	Able to access websites
Window/Office Installation/Printing	Able to install windows and other software / drivers	Office installation	Printer installation

ELIGIBILITY CRITERIA-D (OBSERVATION) TIME: (10 MINUTES) MAX SCORE (40)				
Score →	4	3	2	1
Indicators	V. Good	Good	Average	Below average
He / she is in a presentable form (well dressed)				
Introduces her / himself in a lively way				
Follows logical sequence during presentation / instructions				
Demonstrates command over subject matter & knowledge of methodologies				
Responds to the questions raised by participants, confidently				
Supervises assigned tasks (group work, pair work, individual task) in a well-planned manner				
Communicates in required language, ethically, without conveying any bias through verbal, non-verbal cues				
Able to generate and manage discussions				
Summarizes key points and clarifies concept(s), ensuring participation				
Achieved objectives of the activity / session				

SECRETARY

Endst: of even No. & Date.

A Copy is forwarded to:-

1. PS to Minister for E&SE, Khyber Pakhtunkhwa.
2. PS to Secretary E&SE Department, Khyber Pakhtunkhwa.
3. PS to Special Secretary E&SE Department, Khyber Pakhtunkhwa.
4. PS to Director, Directorate of Professional Development, Khyber Pakhtunkhwa.
5. PS to Director, Directorate of Elementary & Secondary Education, Peshawar.
6. PS to Director, Directorate of Curriculum & Teacher Education, Khyber Pakhtunkhwa at Abbottabad.
7. PS to Chairman, KP-Textbook Board, Peshawar.
8. PS to Director ESRU, Elementary & Secondary Education Department, Peshawar.
9. Master File.


(FAZLI WADOOD SAFI)
SECTION OFFICER (BOARD&TRG)