

Website: [www.cbse.nic.in](http://www.cbse.nic.in)

Phone: (011) 23233552

Email-Id: [neelimasharma.cbse@gmail.com](mailto:neelimasharma.cbse@gmail.com)



## CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)

“Shiksha Sadan”, 17-Rouse Avenue, New Delhi-110 002

### Cohort of Oral Examiners for Developing & Testing Speaking and Listening Skills in English

CBSE/ACAD./ Con (Eng.)/ 2012

28 March, 2012

Circular No. Acad-1/2012

All the Heads of Institutions  
Affiliated to CBSE

Dear Principal,

In today's world where national and international boundaries have no existence for a global citizen English language has acquired the role of an important medium of communication. It has become the language for knowledge seeking as we move towards knowledge-based economy.

CBSE envisages that all language skills need to be integrated into the English language curriculum at schools. Speaking and listening should be fostered in children to equip them with better communication skills. At the onset it proposes to introduce **formal testing of speaking and listening skills** in the form of Formative Assessments (FAs) in English at Secondary and Senior Secondary levels from the academic session 2012-13.

For this purpose CBSE plans to develop a `cohort of oral examiners' to be involved in testing of speaking and listening skills in English at the aforesaid levels. It is looking for suitably qualified and experienced individuals to join the team of Oral Examiners.

The candidate should have a graduate/postgraduate degree or a qualification which can be equivalent to a graduate degree in English language. Diploma or post graduate qualifications acquired from IFLU Hyderabad are acceptable. The experience of being an oral examiner in any of the examination conducted by British

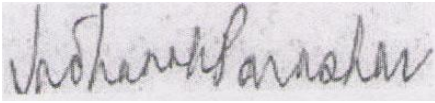
Council will be an added qualification. The person should be above 30 years of age and fluent in spoken and written English.

It is desirable that the person should have excellent conversation skills with an ability to act as an interlocutor and/or assessor over examination periods. S/he should be competent to observe the instructions for oral examiners and to follow oral examiners guidelines.

It is mandatory to be IT literate and to have a high level of language competence in order to deliver the training course for English teachers and to attend refresher sessions/ workshops. The ability to work well under pressure, meet timelines and a passion for teaching English and involvement in academic activities beyond classroom teaching will be an added qualification.

All heads of schools affiliated to CBSE are requested to identify and forward the names of teachers by 10<sup>th</sup> May 2012 in the form attached with the circular through email at [sadhanap.cbse@nic.in](mailto:sadhanap.cbse@nic.in) or [neelimasharma.cbse@gmail.com](mailto:neelimasharma.cbse@gmail.com) along with a hard copy by speed post.

Yours sincerely



**(Dr. SADHANA PARASHAR)**  
**DIRECTOR (Training)**

**Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction:**

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi- 110016.
2. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi.
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi- 110054.
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector-9, Chandigarh- 160017.
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim- 737101.
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar-791111
7. The Director of Education, Govt. of A&N Islands, Port Blair- 744101.

8. The Director of Education, S.I.E., CBSE Cell, VIP Road, Junglee Ghat, P.O. 744103, A&N Islands.
9. The Secretary, Central Tibetan School Administration, ESS ESS Plaza, Community Centre, Sector 3, Rohini, Delhi- 110085
10. All the Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
11. The Education Officers/ AEOs of the Academic Branch, CBSE.
12. The Joint Secretary (IT) with the request to put this circular on the CBSE website.
13. The Library and Information Officer, CBSE.
14. E.O. to Chairman, CBSE
15. DO/ PA to Secretary, CBSE
16. PA to CE, CBSE
17. PA to Director (Acad.)
18. PA to HOD (AIEEE)
19. PA to HOD (Edusat)
20. PRO, CBSE



## ORAL EXAMINER NOMINATION FORM

(To be completed by the Principal /Head of the Institution or by the nominee on behalf of the School Authority)

### 1. School/Institution Details:

<i>Name of the School</i>	
<i>Name of the Principal/Head/Nominator</i>	
<i>Contact Address of the Nominator</i>	
<i>Postal Address of the School</i>	
<i>Telephone</i>	<i>Fax</i>
<i>Mobile</i>	
<i>Email -</i>	

### 2 NOMINATION DETAILS

<i>First name</i>	<i>Sur name</i>
<i>Date of Birth</i>	<i>Gender</i>
<i>Nationality</i>	
<i>Postal Address</i>	
<i>City</i>	<i>Post Code</i>
<i>Permanent Address</i>	
<i>City</i>	<i>Post Code</i>
<i>Home Telephone</i>	<i>Work Telephone</i>
<i>Email:</i>	<i>Mobile</i>

### 3. HIGHER EDUCATION AND QUALIFICATIONS

S. No.	Educational Qualification	Board/university	Year completed

### 4. ENGLISH LANGUAGE PROFICIENCY

<i>Degrees / Certificates achieved</i>	
<i>Date &amp; Certificate Awarding Body</i>	

### 5. PRESENT AND PREVIOUS EMPLOYMENT

Sr. No	Date (From/To)	Employer (Name / Location)	Duties (include details relevant to the desired qualifications for oral examiners)

## 6. ADDITIONAL INFORMATION RELEVANT TO THE ORAL EXAMINER

---

---

---

## 7. NOMINEE DECLARATIONS

*(To be completed by the nominee and signed)*

I give permission to be a part of the Cohort of Oral Examiners for Developing English Speaking and Listening Skills. I agree that if approved as a CBSE Oral Examiner, I will comply with all requirements for examining, confidentiality and co-operation as set out in the relevant Instructions to Oral Examiners by CBSE.



**Signature / Name of Nominee:**

Day Month Year

## 8. AUTHORISATION

I certify that this nominee meets the Minimum Professional Requirements as Oral Examiner for the specific qualifications as indicated in the circular no. -----

**Signature / Name of Principal/ Head of the Institution**

Day Month Year

