



Sports Authority of India
(An Autonomous Organization under Ministry of Youth Affairs & Sports)
Jawaharlal Nehru Stadium Complex (East Gate)
Lodhi Road, New Delhi- 110 003

F. No. KI/WKF/1003/2018/S.M

Date: 30.12.2021

Notice inviting applications for appointment of Senior Consultant on contract

Sports Authority of India (SAI) is an autonomous organization under the administrative control of the Ministry of Youth Affairs and Sports with its Head office at Jawaharlal Nehru Sports Complex, Lodhi Road, New Delhi-110003.

SAI invites applications from eligible, qualified, and motivated Indian Citizens for providing consultancy as Senior Consultant on contract basis initially for a period of 02 Years and extendable for 01 more year.

Name of the Post	No of Post
Senior Consultant (Operation).	01
Senior Consultant (Procurement).	01

**No of post may vary as per requirement*

The details of recruitment along with application form is available SAI website i.e; <http://sportsauthorityofindia.nic.in/> SAI reserves all the rights to withdraw this advertisement at any time without assigning any reason.

For any recruitment related query, e-mail to kheloindiarecruitment@gmail.com

Director (Khelo India)
Sports Authority of India

1) Eligibility Criteria;-

MBA with 7 years' experience with atleast 2 years in relevant field
OR
Graduate with min 10 years of work experience with atleast 3 years in relevant field
OR
Players having represented India in Senior age category with at least 3 years of sports management experience

Note: **Experience will be counted only if the same is acquired after the completion of Essential Qualification.*

2) Remuneration & Age Limit:

	Remuneration	Age Limit
Senior Consultant	Rs.1,50,000- 200,000/-	55 Years

Table-II

***Remuneration within the pay range will be decided by the Interview Panel at the time of Interview.*

3) Job Description:

Sr. Consultant (Operation):

- i. Coordination with the Academies to send Talent Identified during Khelo India event in Academies.
- ii. All the work pertaining to counselling of Talent selected in Khelo India Talent Development.
- iii. Responsible for the respective National Sports Federations/SAI/State Govts. Operations management and supervision of all the academies & athletes management.
- iv. For Games time coordination with GTCC, catering, transportation of athletes, technical officials team officials, chef de mission, deputy chef de missions, state coordinators etc.
- v. Identifying/understanding the expectations of all stakeholders.
- vi. Facilitating internal communication for various initiatives by developing systems and procedures for different activities of the department.
- vii. Coordination with all the representatives from Academies.

Sr. Consultant (Procurement)-

- i. Drafting and floating of RFPs/ Tender and Corrigendum on CPP Portal
- ii. To ensure bids are received from prospective bidders
- iii. Conduct of Pre Bid, Bid Opening (both Technical and Financial) meetings in relation to the published RFPs/tenders
- iv. To provide inputs for procurement related Agenda Items for various meetings
- v. To assist the team in all the related Legal and Financial services like Contracts/ Agreements/ EMDs/ Performance Security etc
- vi. Procurement of Goods and Services for all the verticals of Khelo India
- vii. Coordinate vendor payments related to the finished projects
- viii. Contract Management Vendor Management including redressal of queries relating to Eligibility criteria, Scope of Work, Procedure of online submission of Bids, etc.
- ix. Estimation of approx. Tender value for each RFP/Tender
- x. To gather latest market inputs/updates in relation to the items which are to be procured

- 4) **CRITERIA FOR SHORT LISTING OF CANDIDATES FOR THE INTERVIEW:** - Candidate will be shortlist in the ratio of 1:5 with following criteria for which necessary documents to be attached along with the application:

Designation	Evaluation Criteria (Total Marks-100)
Senior Consultant	<p>I) MBA with 7 years' experience with atleast 2 years in relevant field</p> <p>i. Weightage for marks Obtained in Essential Qualification (Total - 40 Marks) with further break-up as given below:</p> <p>a. Greater or equal to 75% - 40 Marks</p> <p>b. 60% - 75% - 30 Marks</p> <p>c. 45% - 60% - 20 Marks Designation Evaluation Criteria (Total Marks-100)</p> <p>d. Less than 45% - 0 Marks</p> <p>ii. Weightage for work Experience (30 marks) with further break-up as:</p> <p>a. Greater than 07 Years- 30 Marks</p> <p>b. 07 Years- 20 Marks</p> <p>iii. Weightage for work Experience in relevant field (25 marks) with further break-up as:</p> <p>a. Greater than 02 Years- 25 Marks</p> <p>b. 02 Years- 20 Marks</p> <p>iv. Experience in any Government/ Semi Govt./Autonomous/ PSU in relevant field as mentioned in JD (Minimum 01 Year).-05 Marks</p> <p>II) Graduate with min 10 years of work experience with atleast 3 years in relevant field</p> <p>i. Weightage for marks Obtained in Essential Qualification (Total - 40 Marks) with further break-up as given below:</p> <p>a. Greater or equal to 75% - 40 Marks</p> <p>b. 60% - 75% - 30 Marks</p> <p>c. 45% - 60% - 20 Marks Designation Evaluation Criteria (Total Marks-100)</p> <p>d. Less than 45% - 0 Marks</p> <p>ii. Weightage for work Experience (30 marks) with further break-up as:</p> <p>a. Greater than 10 Years- 30 Marks</p> <p>b. 10 Years- 20 Marks</p> <p>iii. Weightage for work Experience in relevant field (25 marks) with further break-up as:</p> <p>a. Greater than 03 Years- 25 Marks</p> <p>b. 03 Years- 20 Marks</p> <p>iv. Experience in any Government/ Semi Govt./Autonomous/ PSU in relevant field as mentioned in JD (Minimum 01 Year).-05 Marks.</p>

	<p>III) Players having represented India in Senior age category with at least 3 years of sports management experience</p> <p>i. Weightage to players represented India in Senior age category- 40 Marks</p> <p>a. Medal at Olympic Games or World Championship or Asian Games or Twice Olympic Participation / Dronacharya Awarde- 40 Marks</p> <p>b. Medal at Olympic Games or World Championship or Asian Games or Twice Olympic Participation / Dronacharya Awarde- 30 Marks</p> <p>c. Medal at World Cup or Participation in Commonwealth Games/Asian Championship- 20 Marks</p> <p>d. Medal at Asia Cup or Participation in World Cup- 10 Marks</p> <p>e. Participation in Asia Cup -05 Marks</p> <p>ii. Weightage for work Experience (30 marks) with further break-up as:</p> <p>a. Greater than 10 Years- 30 Marks</p> <p>b. 10 Years- 20 Marks</p> <p>iii. Weightage for work Experience in relevant field (25 marks) with further break-up as:</p> <p>a. Greater than 03 Years- 25 Marks</p> <p>b. 03 Years- 20 Marks</p> <p>iv. Experience in any Government/ Semi Govt./Autonomous/ PSU in relevant field as mentioned in JD (Minimum 01 Year).-05 Marks.</p>
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(Table-III)

NOTE:

- THE ABOVE-MENTIONED SHORT-LISTING CRITERIA (TABLE -III) WILL BE USED FOR CALLING THE CANDIDATES TO APPEAR IN THE INTERVIEW.
- THE FINAL MERIT WILL BE BASED ON THE SCORE OBTAINED IN THE INTERVIEW ONLY.
- THE CANDIDATE MUST PRODUCE ALL THE ORIGINAL DOCUMENTS AT THE TIME OF JOINING OTHERWISE THE CANDIDATURE WILL BE CANCELLED.

5) DOCUMENTS:

i. Degree and Marksheet: The certificate must be one issued by the Competent Authority (i.e. University or other examining body) awarding the particular qualification.

ii. Work Experience:

Documents claiming work experience must clearly mention the following:

- a. Name of the establishment
- b. Signature of competent authority/issuing authority clearly stating their position of authority in the organization.
- c. Duration of work experience.
- d. The field in which the candidate has worked or the post held in the establishment.

iii. Other Documents:

- a. Proof of Date of birth: Aadhar Card/10th class mark sheet/12th class mark sheet.
- b. One recent passport size color photograph.

iv. Sports Participation: The document proving participation in Sports at National and International level should be attest from the Federation/Association of the respective Sports.

6) Tenure:-

Initially for a period of 2 years which can be extended for 1 more years

7) How to Apply: - The candidate has to apply only online through the link <https://sportsauthorityofindia.nic.in/saijobs>. Applications received through any other mode would not be accepted and summarily rejected.

LAST DATE FOR RECEIPT OF APPLICATIONS: The schedule for applying online is given below:-

- i. Date of opening of online registration –04.01.2022 from 05:00 PM
- ii. Closing date for submission of online application 15.01.2022 till 05:00 PM

8) GENERAL INSTRUCTIONS (All the instructions given below must be strictly followed or else the application is liable to be rejected)

- i. Applications are invited only from Indian citizens who fulfill eligibility criteria of essential educational qualification and essential work
- ii. The responsibility of ensuring genuineness of the certificate lies completely on the candidate by self-attestation. SAI reserves the right to discard experience certificates which do not provide correct details as mentioned above. Website links could be provided to ascertain genuineness.
- iii. Candidates will be called for the interview on the criteria as mentioned above. Hence, fulfillment of eligibility criteria does not entail that candidate will be considered for the interview.
- iv. The Candidates should note that their candidature at all the stages will be purely provisional, subject to satisfying the prescribed eligibility conditions. If, on verification at any stage, before or after Interview, it is found that they do not fulfill any of the eligibility conditions; their candidature will be cancelled by SAI.
- v. Selection of the candidate will be based on the interview for which no TA/DA will be paid.
- vi. The candidates will be called for the interview in the ratio 1:5. If the number of applications received is more than 5 times the number of vacancy advertised, a duly constituted selection committee shall scrutinize / shortlist the eligible candidates to be called for interview on the basis of suitable criteria.
- vii. **NOTE: SELECTED CANDIDATES WILL BE REQUIRED TO PRODUCE THE ORIGINAL CERTIFICATES MENTIONED IN APPLICATION AT THE TIME OF JOINING. FAILING TO SUBMIT THE REQUIRED CERTIFICATES IN ORIGINAL AT THE TIME OF JOINING WILL LEAD TO CANCELLATION OF CANDIDATURE.**

9) Terms and Conditions (For Contractual engagement):

i) Tenure: The engagement will be initially for a period of 02 (Two)years further extendable for 01 Year. The contract can be terminated by giving a 30 days' Notice period by either party, ie. SAI or the employee. In cases of extreme impropriety by the employee, the contract will be terminated immediately without prior notice.

Candidates should note that only the Date of Birth as recorded in the Matriculation/ Secondary Examination will be accepted. The maximum age limit will be calculated as on the last date of applications of this notification.

ii) Tax Deduction at Source: The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the SAI will issue TDS /Service Tax Certificates, as applicable.

iii) Other Allowances: No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities like DA, Accommodation, Residential Phone, Conveyance /Transport, Personal Staff, Medical reimbursement, HRA and LTC etc. would be admissible.

iv) Extension: Performance of the selected candidates would be continuously reviewed and their extension will be considered on the basis of periodic review / requirement.

v) Leave: Selected candidates will be entitled for 30 days leave in a calendar year on pro-rata basis. Therefore, candidates shall not draw any remuneration in case of his/her absence beyond 30 days in a year. Also unveiled leave in a calendar year will lapse and will not be carried forward to the next calendar year.

10) Confidentiality:

- i. Selected persons will not be allowed to publish a book or a compilation of articles or participate in a radio broadcast or contribute an article or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast, uses any information that he/she may gather as part of this assignment.
- ii. During the period of engagement, Employee would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him/her during the period of his/her engagement to anyone who is not authorized to know.
- iii. The Selected personnel at no instance can represent or give opinion or advice to others in any matter, which is adverse to the interest of the Government.

11) Other Conditions:

- i. In case he/she is required to proceed outstation from the place of posting on tour for official duty, he/she will be entitled to TA/DA as admissible under the rules.
- ii. In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving one-month notice.
- iii. Without any prejudice to the above condition, the candidate will be terminated from his services with immediate effect without any obligations, in case the candidate is found guilty of violating any of the conditions contained in the terms of employment or is guilty of any misconduct including negligence of duties, unauthorized absence, etc.
- iv. Decision of SAI in all matters regarding eligibility, selection and posting would be final and binding upon all candidates. No representation or correspondence will be entertained by SAI in this regard.
- v. SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- vi. The DG SAI shall be the final authority in case of any dispute.
- vii. The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- viii. Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Delhi courts.
- ix. Owing to the requirement in SAI, a panel shall be drawn which will be valid for a period of one Year and can be utilized by any Scheme/project funded by Government of India along with SAI. SAI reserve the right to cancel the panel without assigning any reason.

**Director (Khelo India)
Sports Authority of India**