भारतीय खेल प्राधिकरण
SPORTS AUTHORITY OF INDIA

SPORTS AUTHORITY OF INDIA
Head Office, J N Stadium Complex, Gate. No. 10, Lodhi Road, CGO Complex,
New Delhi-110003
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File No.: 01-04012(05)/2/2024-HO - Personnel Division /833 **Date: 06.12.2024**

SPORTS AUTHORITY OF INDIA INVITES APPLICATIONS FOR ENGAGEMENT OF CONSULTANT (PERSONNEL/HR) ON CONTRACT BASIS

Sports Authority of India (SAI) invites application for engagement of services of Retired Persons as **Consultant (Personnel/HR)** on contract basis for a period 04 years or till the age of 65 years whichever is earlier (in compliance to the guidelines stipulated in DoE O.M. No. 3-25/2020-E.III A dated 09.12.2020).

2.0 About SAI

SAI is an autonomous organization under the Ministry of Youth Affairs & Sports (MYAS) registered under the Societies Registration Act, 1860, with the mandate of development and promotion of Sports in the country. SAI's main object today is to achieve excellence in sports and train & prepare sports persons to participate in international competitions. It has international standard sports infrastructure spread across country along with trained coaches to achieve its objective. The Authority is substantially funded by the Government of India.

3.0 Nature of work for Consultant (Personnel/HR)

The officers retired from Central/State Government/Union Territories offices/PSUs /Autonomous Bodies/Statutory Bodies under Central/State Government can apply for appointment as Consultant (Personnel/HR), having experience/specialization in the following fields: -

i) Administration/Personnel related matters viz. Pension, Revision of Pay, etc.
ii) Matter related to creation of posts, up-gradation of posts, amendment of Recruitment Rules, ACP/MACP cases, DPC Cases, processing of direct recruitment proposals, LTC rules, Medical Claims, tours, Promotion and relaxation in Promotion related matters etc.
iii) Implementation of recommendations of Pay Commission, Pay Fixation cases, pension cases etc.
iv) Should have knowledge of all kind of policy matters, disciplinary proceedings and requisite knowledge of DPC/MACP.
v) Any other administrative task/activities as and when assigned by Competent Authority/Reporting Officer/Head of the Division.

3.1 Eligibility Criteria for Consultant (Personnel/HR)

Table - I

Name of the post	**Consultant (Personnel/HR)**
No. of Post	01
Age limits	Not exceeding 64 Years of age as on opening date for receipt of applications.
Essential Qualification	Officers retired from Central Government/State Governments/ Union Territories (Including their attached or subordinate offices) /Public Sector Undertakings/ Autonomous Bodies preferably with experience of Administrative/Personnel matters: - i. Was holding the post in Level-12 or Equivalent in Parent Cadre / Department.

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	OR ii. Was holding at least 5 years' service in the grade after appointment there-to on regular basis in Pay Matrix Level-11 (7th CPC) (in the parent cadre / department.
Desirable Experience	03 Years experience in handling administrative matters (Including MACP, Pay fixation, TA/DA, DPC/DTC Cases, Pension, LTC, Promotions related matters etc.)
Pay Matrix Level (7th CPC)	12
Remuneration	Last Pay Drawn Minus Pension
Term of engagement	The term of appointment shall be for a period of 04 years or till the age of 65 years, whichever is earlier, based on the performance review/requirement of SAI.

4.0 Selection Process

The candidate fulfilling the eligibility criteria will be called for interview and the selection will be made on the basis of the recommendations of duly appointed Selection/ Interview Committee.

5.0 Terms and Conditions

a) **Remuneration:** A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The basic pension to be deducted from the Last pay drawn shall be pension as fixed at the time of retirement and, as such, if the employee has availed of the commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted. The amount of remuneration so fixed shall remain unchanged for the term of the contract. No annual increment/percentage increase and Dearness Allowance shall be allowed during the term of the contract.

b) **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.

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

d) **Transport Allowance**: - You will be entitled for the transport allowance of Rs. 10,800/- per month during the period of contract. The amount so fixed shall remain unchanged during the term of appointment.

e) **Extension**: - His/her Performance would be continuously reviewed and his/her extension will be considered on the basis of periodic review / requirement.

f) **Leave**: - He/she will be entitled for 1.5 days leave on monthly basis in a calendar year on pro-rata basis. Therefore, he/she shall not draw any remuneration in case of his/her absence beyond 18 days in a year. Also, un-availed leave in a calendar year will lapse and will not be carried forward to the next calendar year.

6.0 Confidentiality:

a) During the course of the contract, it is likely that the selected candidate will come into contract with various confidential information crucial to the operation and fulfilling his/her obligations of the contract. Such confidential information may include, without limitations, reports coaching data, performance analysis and psychological testing and training data of any athlete, business & financial information, business methods and practices, technology and technological strategies, marketing strategies, trade secrets or any other such information referred to as "Confidential Information".

b) 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 pseudonymous in the name of any other person without prior approval of the Competent Authority in the bonafide discharge of his/her duties. If such book, article, broadcast, uses any information that he/she may gather as part of this assignment without the prior approval of the Competent

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Authority any such violation will attract strict actions as per rules. However, if the selected candidate desires to publish any book, article or broadcast any information other than his/her assignment given by SAI, the same cab be carried out only after obtaining written approval of the Competent Authority.

c) 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.

d) 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 Sports Authority of India and Government.

7.0 Other Conditions:

a) 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 as applicable to Officers of equivalent level in SAI (Pay Grade Level 12).

b) In case performance is not found satisfactory, his/her services will be discontinued after giving 15 days' notice. In case you want to discontinue, you will have to give 30 days advance notice or one month remuneration in lieu of notice period which will be subject to the approval of the Competent Authority.

c) He/she would be required to attend office on regular basis and would not take up any other assignment during the contract period.

d) During the course of his/her engagement he/she is required to maintain office decorum and discipline failing which his/her services are also liable to be terminated at any time without assigning any reason.

e) During the contractual engagement you will be paid fixed monthly remuneration of "Last Pay Drawn Minus Pension".

f) He will abide by the CCS (Conduct) Rules, 1964.

g) Without any prejudice to the above condition, the candidate will be terminated from his/her 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.

h) The applications received will be scrutinized/ shortlisted on the basis of relevant experience and job description and the eligible candidates will be called for Interview at cost to the applicant.

i) 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.

j) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.

k) The DG SAI shall be the final authority in case of any dispute.

l) The appointment will be purely on contract basis and does not confer/ entitle him/her to claim in any manner or below any right for his/her engagement as regular employee in this organisation or that of a government employee.

m) Any litigation matters pertaining to employment at SAI shall be amenable to jurisdiction of courts in Delhi.

n) Owning 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 reserves the right to cancel the panel without assigning any reason.

o) Further notifications/corrigendum in this regard, if any, will be put up on SAI website only.

p) In case of any dispute, English version of the Employment notice will be treated as valid.

q) Candidates should ascertain, before applying, that they satisfy all the eligibility conditions as stipulated in the advertisement. Candidates, who do not satisfy the eligibility conditions, will be liable to be disqualified at any stage of recruitment/selection.

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r) Application Forms not in the prescribed format or incomplete/unsigned or received without a copy of essential qualification certificates, experience certificates, copy of mark-sheet of Board/ University etc shall not be considered and are liable to be rejected.

s) SAI reserves the right to modify/alter/restrict/enlarge/cancel the recruitment process, if the need so arises without issuing any further notice or assigning any further notice any reason thereof.

t) The decision of the SAI will be final and no appeal will be entertained against this issue.

u) Please do visit your email account regularly for further updates.

8.0. General Instructions

8.1 How to Apply: - Candidates satisfying all the conditions of eligibility shall submit their application complete in all respects in the prescribed format given in the Annexure which shall be either handwritten in bold Capitals or Typewritten on A-4 size paper only. The copy of the certificates in proof of age, qualification, experience, last pay drawn and drawl of pension etc. must be enclosed along with application form. The candidate can also download the application format from the website of SAI i.e. www.sportsauthorityofindia.nic.in the application duly completed in all respect with enclosures should be sent in the closed cover **"APPLICATION FOR THE APPOINTMENT AS NAME OF THE POST IN SPORTS AUTHORITY OF INDIA"** super scribed on the envelop and addressed to Deputy Director (Recruitment Cell). The application must be reach at the o/o the Deputy Director (Recruitment), Room No. 209, Sports Authority of India, Head Office, Gate No.10 (East Gate), Jawaharlal Nehru Stadium, Lodhi Road, New Delhi-110003 on or before 22.12.2024 at 05.00 PM.

8.2 DOCUMENTS: -

DEGREE AND MARKSHEET: The certificate uploaded 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. (In which date of joining and date of relieving shall be mentioned.)
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.

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8.3 All the instructions given below must be strictly followed or else the application is liable to be rejected

i. **WHO CAN APPLY:** Applications are invited only from Indian citizens who fulfil eligibility criteria of essential educational qualification and essential work experience **(as mentioned in Table-I).**

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.**

iii. Candidates will be called for the interview on the criteria as mentioned above, for which no TA/DA will be paid. Hence, fulfilment of eligibility criteria does not entail that candidate will be considered for the interview.

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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 fulfil any of the eligibility conditions; their candidature will be cancelled by SAI.

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.

9.0 APPLICABLE LAW & JURISDICTION:

The contract of the selected candidates shall be governed by and construed in accordance with the laws of Republic of India. Both the parties i.e. SAI and the selected candidate shall be amenable to the exclusive jurisdiction of the courts of Delhi, for the adjudication of any dispute hereunder or in connection herewith.

NOTE:-

i. *THE MAXIMUM TENURE FOR THE CONTRACTUAL POST IS 4 YEARS OR TILL THE AGE OF 65 YEARS, WHICHEVER IS EARLIER AND IN NO CASE WHATSOVER THE CONTRACT WILL BE EXTENDED FURTHER. MOREOVER, THE CANDIDATE MAY ALSO TAKE NOTE OF THE FACT THAT THE POST OF CONSULTANT (PERSONNEL/HR) MAY CONTINUE TO EXIST EVEN AFTER THE EXPIRY OF CONTRACT OF THE SELECTED CANDIDATES, BUT THE SELECTED CANDIDATE CANNOT CLAIM CONTINUATION ON THE POST (IN ANY CASE WHATSOEVER) AFTER THE EXPIRY OF HIS/HER CONTRACT AND A FRESH RECRUITMENT PROCESS MAY/MAY NOT BE INITIATED AGAINST THE VACANT POST ON THE SOLE DISCRETION OF SAI. THE FRESH RECRUITMENT SHALL BE INITIATED BASED ON THE PRINCIPLES OF ARTICLE 14 (RIGHT TO EQUALITY) & ARTICLE 15, IN ORDER TO PROVIDE A FAIR, JUST AND EQUAL OPPORTUNITY TO ALL THE CANDIDATES IN THE JOB MARKET TO GET SELECTED FOR THE SAID POST IN SAI AND THE EXISTING AND EX-SAI EMPLOYEES CAN ALSO PARTICIPATE IN THE FRESH RECRUITMENT.*

ii. *DURING THE COURSE OF ENGAGEMENT WITH SPORTS AUTHORITY OF INDIA, IT IS HIGHLY LIKELY THAT SAI MAY DEPUTE THE SELECTED CANDIDATE FOR VARIOUS TRAINING PROGRAMMES FOR KNOWLEDGE UPGRADATION AND CAPACITY BUILDING AND/OR FOREIGN EXPOSURES IN VARIOUS INTERNATIONAL SPORTS COMPETITIONS OR CONFERENCES, HOWEVER, IT IS MADE CLEAR THAT NO SUCH TRAINING PROGRAMME/INTERNATIONAL EXPOSURE SHALL ENTITLE THE SELECTED CANDIDATE FOR AN EXTENSION IN TENURE BEYOND THE CONTRACTUAL TENURE MENTIONED IN THIS ADVERTISEMENT.*

DISCLAIMER: *CANDIDATES TAKING PART IN THE CURRENT RECRUITMENT PROCESS SHALL BE DEEEMED TO HAVE READ ALL THE TERMS & CONDITIONS MENTIONED IN THE ADVERTISEMENT AND SHALL BE DEEMED TO AGREE TO ALL THE TERMS & CONDITIONS (STIPULATED HEREIN) WHILE PARTICIPATING IN THE RECRUITMENT DRIVE.*

Onkar Nath
06.12.2026.

निदेशक (DIRECTOR)
कार्मिक प्रभाग (PERSONNEL)
भाखेप्रा मुख्य कार्यालय(SAI HEAD OFFICE)

ओंकार नाथ यादव, आईआरआरएस
Onkar Nath Yadav, IRRS
निदेशक (कार्मिक प्रभाग)/Director (Personnel Division)
भारतीय खेल प्राधिकरण/Sports Authority of India
युवा कार्यक्रम एवं खेल मंत्रालय/Ministry of Youth Affairs
भारत सरकार, नई दिल्ली/Govt. of India, New Delhi

Recent Self attested passport size photograph (2nos)

Sports Authority of India

PROFORMA FOR APPLICATION FOR THE POST OF CONSULTANT (PERSONNEL/HR) (CONTRACT BASIS)

1. Full Name **(BLOCK letters)** :
2. Gender :
3. Father/Husband's Name :
4. Nationality :
5. Present address for correspondence :
6. Permanent Address
7. Contact Number Mobile :

Residence :

E-mail ID :

7. **Date of birth and present age :**

(as on 07.12.2024)

8. **Essential Qualification*** :

Minimum qualification : **Graduation**

Name of the Institute/Board/University	**Year of Passing**	**Examination/Degree**	**Percentage of marks in aggregate and division**

***Should be exactly as per Degree/Certificate issued by the University**

9. Desirable qualification :

Sufficient expertise in the specific field for which applied :

10. Work Experience while in service & as Consultants

S.N.	Post held	Period of employment		Employers	Brief job description
		From	To		

12. LPD – Pension as being drawn :

Enclose: Attested copies (self-attesting of all credentials)

13. **DECLARATION:** I hereby declare that the above furnished particulars are correct and no information is suppressed / concealed.

NOTE: Separate sheet may be annexed, if required

Enclosures : _____ No.

Date & Place :

(Signature of Candidate)

Name of the candidate

Mob. No.