



## Sports Authority of India

Netaji Subhas Eastern Centre

Salt Lake City, Sector – III

Kolkata – 700 106

Email: [rckolkata-sai@nic.in](mailto:rckolkata-sai@nic.in)

F.No.SAI/EC/836/Nutritionist/Appoint/2021

Dated:26.07.2021

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 has established 23 NCOE across the country for training of young and elite athletes in various disciplines. These NCOEs are funded for several items inter-alia Sports Science staff through Khelo India Scheme of Ministry of Youth Affairs & Sports, Govt. of India. To strengthen the NCOEs, SAI invites applications from eligible, qualified and motivated Indian Citizens for the post of “Nutritionist” on contract basis initially for a period of 03 years and extendable for 02 more years as per the following details:

S. No.	Post	Number of Post for	
		NCOE Kolkata	NCOE Jagatpur
1	Nutritionist	01	01

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 [rckolkata-sai@nic.in](mailto:rckolkata-sai@nic.in)

Regional Director (I/C)  
Sports Authority of India

## **Job Description:**

### **Scientific Work**

1. Evaluate the nutritional-hydration status and dietary needs of athletes by assessing their health and exercise load, sleep, food habits and PA using established protocols and standards.
2. Generate consolidated report of all sports in the Regional Centre/NCOE.
3. Handle equipment periodically.
4. Upload testing data on dedicated software/portal.

### **Continuous Education Sessions**

5. Plan and prepare presentation, lecture notes and videos and conduct online and/offline education sessions for athletes and/or coaches and kitchen staff.

### **Research Activities**

6. Set up/Maintain research kitchen; conceive, develop and implement new sports foods.
7. Plan research and develop activities for establishing norms on sports-age-gender specific energy macro and micronutrient requirements of Indian athletes.
8. Stay abreast with current nutritional findings and apply technical knowledge to the work.

### **Field Activities**

9. Make surprise mess visits for menu compliance, taste and right cooking procedures and inspect the quality of the purchased or supplied wet/dry ration.
10. Promote healthy eating and lifestyle habits and create full and personalized nutrition plans that promote healthy lifestyles through counselling sessions.
11. Approve menu chart prepared by assistant nutritionist; in case of any major changes seek approval from higher authority.
12. Prepare food costs and ensure budgeting of kitchen expenses in coordination with chef and admin staff.
13. Organize, develop, analyse, test and prepare special meals in cases of sickness or addressing nutritional deficiencies.
14. Follow all nutritional /food laws and regulations in the kitchen and athlete testing lab.

### **Liaison Activities.**

15. Hold/coordinate/participate monthly meetings with coaches, administrators, centre head and sports science staff and weekly interaction with mess staff, chef and catering manager.

## **Essential Eligibility Criteria:**

### **a. Essential Educational Qualification**

M.Sc(Clinical Nutrition and Dietetics)/M.Sc(Food Science & Nutrition)/M.Sc(Food and Nutrition dietetics)/M.Sc (Food Service Management & Dietetics) from a recognised University/Institution.

### **b. Essential Work Experience**

Minimum 3 years of work experience as Nutritionist.

### CRITERIA FOR SHORT LISTING OF CANDIDATES FOR THE INTERVIEW:

Of all the total applications received, short listing of candidates to provide an optimum ratio for the interview will be carried out on following basis:

Categories for evaluation	Scoring of Marks	Maximum Marks
Additional Qualification	1.Sports Nutrition Certificate Course	10
	2.PG Diploma in food and Nutrition	7
Work Experience	2 marks will be awarded for every completed 1 year of work experience as Nutritionist up to a maximum of 10 marks(*)	10
Work experience in Sports establishment	Additional 5 marks will be awarded for every completed 1 year of work experience as Nutritionist at a recognised State/National level sports organization(Govt. or Private) working with teams/players up to a maximum of 20 marks	20
<b>TOTAL</b>		<b>40</b>

(\*) This Work Experience is over above the essential work experience mentioned in the Essential Eligibility Criteria.

### INTERVIEW PROCESS:

A) The interview will be of 100 marks.

B) The shortlisted candidates will be called for the interview and assessed as follows:

Criteria	Marks
Domain Expertise	30
Practical application of Nutrition in Sports	30
Aptitude for working in a Sports organisation	10
Knowledge related to recent advancements	10
Soft skills	10
Knowledge in allied sports science discipliners	10
<b>TOTAL</b>	<b>100</b>

**NOTE:**

- ❖ OF THE TOTAL APPLICATIONS RECEIVED, CANDIDATES WILL BE SHORLISTED FOR THE INTERVIEW BASED ON THE CRITERIA MENTIONED ABOVE.
- ❖ MERIT LIST: IT IS TO BE NOTED THAT MERE QUALIFYING AT THE INTERVIEW DOES NOT CONFIRM FINAL SELECTION. SEPARATE MERIT LIST WILL BE PREPARED PURELY ON THE BASIS OF MARKS OBTAINED BY THE CANDIDATES IN INTERVIEW.
- ❖ THE CANDIDATE MUST PRODUCE ALL THE ORIGINAL DOCUMENTS AT THE TIME OF PHYSICAL JOINING OTHERWISE THE CANDIDATURE WILL BE CANCELLED.

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

**WHO CAN APPLY:** Applications are invited only from Indian citizens who fulfil eligibility criteria of essential educational qualification and essential work experience (as mentioned above)

1. The application form (Annexure-1) duly filled in all respects by the candidate should be sent in pdf format to email id: [rckolkata-sai@nic.in](mailto:rckolkata-sai@nic.in). The candidate must submit the following documents along with application form in the below mentioned order. Self attested documents in PDF format are to be uploaded.
2. The order of documents is as follows:
  - a) Candidate details.
  - b) Document for DOB.
  - c) Online application printout.
  - d) Mark sheet of postgraduate degree.
  - e) Degree certificate of post graduate course.
  - f) Mark sheet of graduation degree.
  - g) Degree certificate of graduation course.
  - h) Work experience if any.
  - i) Documents supporting sports achievement if any.

Work Experience Documents claiming work experience must clearly mention the following:

- Name of the establishment.
  - Signature of competent authority/issuing authority clearly stating their position of authority in the organisation.
  - Duration of work experience.
  - The field in which the candidate has worked or the post held in the establishment.
3. 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.

4. Candidates will be called for the interview on the criteria as mentioned above, Hence, fulfilment of eligibility criteria does not entail that candidate will be considered for the interview.
5. 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.
6. NOTE: SELECTED CANDIDATES WILL BE REQUIRED TO PRODUCE THE ORIGINAL CERTIFICATES MENTIONED IN APPLICATION AT THE TIME OF JOINING; FALLING TO SUBMIT THE REQUIRED CERTIFICATES IN ORIGINAL AT THE TIME OF JOINING WILL LEAD TO CANCELLATION OF CANDIDATURE.
7. CALL LETTERS FOR INTERVIEW: The Call Letters for interview shall be communicated electronically in the valid and functional email id provided by the candidate.

CANDIDATES SHOULD CHECK THE WEBSITE AND THEIR REGISTERED EMAIL REGULARLY FOR UPDATES REGARDING INTERVIEW DATES AND OTHER RELEVANT DETAILS.

8. Any experience claimed during the course of completion of the degree will not be counted. Any experience which is not relevant to the above discipline/fields will not be counted.

#### **Terms and Conditions:**

Tenure: The contractual engagement will be initially for a period of 03 (Three) years further extendable for 02 Year on the basis of satisfactory performance. The tenure is subject to continuation of Khelo India Scheme.

#### **Age Limit & Salary :**

<b>Age Limit</b>	<b>Salary</b>
50 Years	Rs. 75,000/-

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.

**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 issues TDS/ Service Tax Certificates , as applicable.

**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.

**Extension :** Performance of the selected candidates would be continuously reviewed and their extension will be considered on the basis of periodic review / requirement. Remuneration Enhancement will also depend on the periodic performance review subject to a maximum of 7%.

**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 unavailed leave in a calendar year will lapse and will not be carried forward to the next calendar year.

**How to Apply:** The candidates have to send their applications in pdf format to email Id.: [rckolkata-sai@nic.in](mailto:rckolkata-sai@nic.in) .

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

- i. Date of opening of online submission - **29.07.2021 from 11:00 AM**
- ii. Closing date for submission of online application - **18.08.2021 till 5:00 PM**

**Confidentiality:**

- a) 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 persons, if such book , article, broadcast, uses any information that he/ she may gather as part of this assignment.
- b) 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.
- c) 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.

**Other Conditions:**

- a) The application received will be scrutinized/ shortlisted on the basis of relevant experience and job description and eligible candidates will be called for Interview at cost to the applicant.
- b) 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.
- c) In case the performance of Candidate is not found satisfactory, his /her services will be discontinued after giving one month notice.
- d) 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.
- e) 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.
- f) SAI reserves the right to cancel the advertisement and / or the selection process at any stage without assigning any reason.
- g) The DG SAI shall be the final authority in case of any dispute.

- h) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- i) Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Delhi courts.
- j) Organization reserves the right to terminate the contract, by giving one month notice to Candidates.
- k) 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 reserves the right to cancel the panel without assigning any reason.

Annexure-1

SPORTS AUTHORITY OF INDIA  
NETAJI SUBHAS EASTERN CENTRE  
SALT LAKE,SECTOR-III,KOLKATA

**APPLICATION FORM**

Affix recent self attested Photograph
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- 1. Post applied for :
- 2. Name of the Candidate :
- 3. Father's/Husband's name :
- 4. Date of Birth :
- 5. Gender :
- 6. Category (SC/ST/OBC/Gen):
- 7. Aadhar No :
- 8. Educational Qualification :

SN	Qualification	Board/Univ/Inst	Marks obtained	Total Marks	Subject

- 9. Experience (Attested copies should be attached)

Designation	Name of the office	From	To	Details of the work

10. Present Address for Communication;-----  
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11. Permanent Address for Communication:-----  
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12. Contact Number.-----

13. E-mail id;-----

DECLARATION: I hereby declare that all the information provided in the application is true and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or not satisfying the prescribed eligibility criteria for the post applied for, my candidature is liable to be cancelled /rejected at any stage of selection.

Place;

(Signature of the Applicant)

Date;

**(Note-Please attach self attested copies of all the certificates)**