



उत्तरी क्षेत्रीय केंद्र, जोशी चौहान,
Northern Regional Centre,
जी टी रोड, बहालगरह,
Joshi Chauhan, GT Road, Bahalgarh,
सोनीपत-131021 (हरियाणा)
Sonepat-131021 (Haryana)

Adv. no.- SAI/SONEPAT/RECRUITMENT/JC-YP/2022-2023/01

SPORTS AUTHORITY OF INDIA, NORTHERN REGIONAL CENTRE, SONEPAT INVITES ONLINE APPLICATION FOR THE POST OF YOUNG PROFESSIONAL (GENERAL MANAGEMENT) AND YOUNG PROFESSIONAL (ATHLETE RELATION MANAGER) ON CONTRACT BASIS

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.

In an effort for strengthening the sports ecosystem and to bring more laurels in the Olympics, SAI has established 23 National Centers of Excellence (NCOEs).

SAI NRC Sonepat, Haryana invites applications from eligible, qualified and motivated Indian Citizens for providing consultancy as Young Professional (General Management) and Young Professional (Athlete Relation Manager) on contract basis initially for a period of 02 Years and extendable for 01 more year at SAI NRC Sonepat, Haryana.

S.No.	Post	Number of Post
1.	Young Professionals (General Management)	01
2.	Young Professionals (Athlete Relation Manager)	02

Breakup of Vacancy as per reservation for total 3 vacancy:-

- OBC – 02 Post
- SC – 01 Post

Breakup of Vacancy as per Reservation Roster for total of 3 vacancy (2 for OBC and 1 for SC)

The details of recruitment along with application form is available on SAI website i.e.; <https://sportsauthorityofindia.nic.in/>

SAI reserves all the rights to withdraw this advertisement at anytime without assigning any reason.

For any recruitment related query, e-mail to schemes.sonepat@gmail.com or call on 0130-2380316

**Executive Director
SAI NRC, Sonepat**

JobDescription:

(Table-I)

Position	Job Description
Young Professional (GeneralManagement)	<ul style="list-style-type: none">• To provide administrative support and oversee the functioning, management, planning, execution, verification & reporting of operations of the given projects under the various Schemes/Initiatives/Policies.• To liaise with various stakeholders of Government/Non-government/Federations and Other private agencies for smooth functioning of the scheme.• Maintenance of records & management of fund flow and to provide high quality in puts towards Noting, Drafting, Analysis & Monitoring of the different SAI schemes.• Draft Expression of Interest (EOI) and Request for Proposals (RFPs) for Procurement of Goods and Services according to the GFRs, CVC Guidelines and Procurement Manual of Governments of India.
Young Professional(ARM)	<p>To provide Consultancy to:</p> <ul style="list-style-type: none">• One stop service point for the athletes assigned to him/her.• Ensure the processing of athlete'sproposal in SAI from start to end.• Communicate with and provide support to athlete in person when needed.

Eligibility Criteria:

(Table:II)

Position	Essential Qualification	Desired Qualification	Essential Experience	Desired Experience
Young Professional (General Management)	Any Post Graduation Degree (2Years) from a Recognized University	MBA/Post Graduate Diploma (2Years) specialization in Sports Management from a recognized university.	01Year(Inrelevant field as mentioned in JD)	Experience in any Government/Semi Govt./Autonomous /PSUin relevant field.
Young Professional (Athlete Relation Manager)	Graduate in any discipline with certificate/Diploma course in Sports Management (Certificate /Diploma duration must be morethan 06 months) from a reputed Institute. OR		2 years (In relevant field as mentioned in JD)	Candidates who have participated in Nationals and International level in any Sports Disciplines.
	. MBA or PGDM (02 Years) from arecognized university/institution		1 year (In relevant field as mentioned in JD)	

Note: Experience will be counted only if the same is acquired after the completion of essential qualification.

CRITERIA FOR SHORTLISTING OF CANDIDATES FOR THE INTERVIEW:-

Candidate will be shortlisting in the ratio of 1:5 with following criteria for which necessary documents to be attached alongwith the application:

(Table-III)

Designation	EvaluationCriteria(TotalMarks-100)
YoungProfessional(General Management)	<p>i.Weightage for marks Obtained in Essential Qualification (Total-40Marks) with further break-up as given below (If a candidate obtained two essential Qualification,best percentage of the two qualifications will be considered for giving weightage.Example-In the case of candidate completed MBA with 60% & M.Sc with 70%,the marks obtained in M.Sc. will be considered)</p> <ol style="list-style-type: none"> 1. Greater or equal to 75%-40Marks 2. 60% to 75%-30Marks 3. 3.45% to 60%-20Marks 4. Less than 45%-0Marks <p>ii.Weightage for work Experience (30marks) with further break-up as:</p> <ol style="list-style-type: none"> 1. Greater than 5Years–30Marks 2. 3 to5Years-20Marks 3. 2 to 3Years-10Marks <p>iii.Weightage for work Experience in Sports Sector (25marks)with further break-up as:</p> <ol style="list-style-type: none"> 1. Greaterthan05Years-25Marks 2. 3-5Years-20Marks 3. 2-3Years–10Marks <p>iv. Experience in any Government/SemiGovt./Autonomous/PSU in relevant field as mentioned In JD (Minimum01Year)-05Marks.</p> <p>Note: If a candidate is working in Sports Sector and (or) in government sector as specified in (iv) ,he/she will be eligible for weightage in ii,iii & iv depending on number of Years of Experience.</p>
Young Professional (ARM)	<p>i) Weightage for marks obtained in essential qualification (Total-40 Marks) with further break-up as given below (If a candidate obtained two essential Qualification, mark obtained in for the basic qualification will be considered for giving weightage. Example- In the case of candidate with B.Tech& Master’s degree, marks obtained in B.Tech will be considered:</p> <ol style="list-style-type: none"> a. Greater or equal to 75% - 40 Marks b. 60% - 75% - 30 Marks c. 45% - 60% - 20 Marks d. Less than 45% - 0 Marks <p>ii) Weightage for work experience (30 marks) with further break-up as:</p> <ol style="list-style-type: none"> a. Greater than 03 years – 30 Marks b. 2- 3 Years – 20 Marks <p>iii) Weightage for work experience in Sports Sector (20 marks) with further break – up as:</p> <ol style="list-style-type: none"> a. Greater than 03 years – 20 Marks

	<p>b. 2-3 Years - 10 Marks</p> <p>iv) Weightage for Sports Participation at International Level in any Sports discipline – 10 Marks Participation at National Level in any Sports discipline – 05 Marks</p> <p>Note: If a candidate is working in Sports Sector and (or) in government sector as specified in (iv) he/she will be eligible for weightage in ii,iii & iv depending on number of Years of Experience.</p>
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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

i) DEGREE AND MARKSHEET: The degree certificate and marksheet of every year must be uploaded issued by the Competent Authority (i.e., University or other examining body) awarding the particular qualification.

ii) WORK EXPERIENCE:

- a. Documents claiming work experience must clearly mention the following:
- b. Name of the establishment
- c. Signature of competent authority/issuing authority clearly stating their position of authority organization.
- d. Duration of work experience.
- e. The field in which the candidate has worked or the post held in the establishment.
- f. Offer of appointment will not be considered as experience certificate.

iii) OTHER DOCUMENTS:

- a) Proof of Date of birth: Aadhar Card/10th class marksheet/12th class marksheet.
- b) One recent passport size color photograph.
- c) Scanned Signature.
- d) Caste Certificate.
- e) Sports Participation- The certificate issued by the National/International federation to be provided.

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 fulfill eligibility criteria of essential educational qualification and essential work experience (as mentioned in Table-II).

HOW TO APPLY: The Candidate has to apply only online through the link <https://sportsauthorityofindia.nic.in/saijobs>. Application received through any other mode would not be accepted and summarily rejected.

- a) Applications received through any other mode would not be accepted and summarily rejected.
- b) Before registering /submitting applications on the website the candidates should possess a valid e-mail ID.
- c) The e-mail ID entered in the online application form should remain active until the recruitment process is completed. No change in the e-mail ID will be entertained.

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

- i) Date of Opening Online Application:- 05/09/2022 from 05:00PM**
- ii) Closing date for submission of online application-13/09/2022 till 05:00PM**

Note: Non self-attested documents will be rejected.

Call letters for interview:

1. The call letters for interview shall be communicated electronically in the valid and functional email id provided by the candidate in the application form.
2. Candidates should check their registered email regularly for updates regarding interview dates and other relevant details. Any variation in the details provided and documents submitted will lead to rejection of the candidate.
3. The responsibility of ensuring genuineness of the certificate lies completely on the candidate by self-attestation.
4. 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.
5. 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.
6. 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.

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.

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 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.
- 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

Terms and Conditions:

I. Tenure: The contractual 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, i.e. SAI or the employee. In cases of extreme impropriety by the employee, the contract will be terminated immediately without prior notice.

II. Age Limit & Salary:

Age Relaxation as per Government of India rules*

Designation	Maximum Age Limit	Salary
Young Professional (General Management) and Young Professional (Athlete Relation Manager)	Upto 35 years is the Maximum age. *For OBC, age limit is upto 38 years. *For SC age limit is upto 40 years.	Rs. 40,000/- to Rs.60,000/-

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 application of this notification.

III. 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.

IV. 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.

V. 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.

VI. 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.

Other Conditions:

- a) 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.
- 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.
- f) 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.
- g) Candidates who apply within the scheduled time period, no application received after the last date shall be pertained.
- h) Candidates who apply under this advertisement may also be shortlisted for future requirements in organizations covered under Khelo India Schemes.
- i) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- j) The ED SAI NRC Sonapat shall be the final authority in case of any dispute.
- k) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- l) The vacancy is primarily for location in SAI NRC Sonapat, Haryana. However, SAI reserves the right to post the candidate from the selected list to any of its scheme located anywhere in India.
- m) Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Sonapat, Haryana.
- n) Please do visit your email account regularly for further updates.
- o) Further notifications/corrigendum in this regard, if any, will be informed through email.
- p) Organization reserves the right to terminate the contract, by giving one month notice to candidates.
- q) 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.
- r) In case of any dispute, English version of the employment notice will be treated as valid.

*****CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION*****

