



**SPORTS AUTHORITY OF INDIA REGIONAL CENTRE
NEAR SRI NABHA SAHIB GURUDWARA,
PATIALA ZIRAKPUR ROAD
ZIRAKPUR- -140603, PUNJAB**

Adv. No.-SAI/RC/ZRK/ADMN/Recruitment/JC-YP/2022-2023/2nd Batch

SPORTS AUTHORITY OF INDIA, REGIONAL CENTER ZIRAKPUR (CHANDIGARH) INVITES ONLINE APPLICATIONS FOR THE POST OF YOUNG PROFESSIONAL (GENERAL MANAGEMENT) AND JUNIOR CONSULTANT (INFRA) 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 Centres of Excellence (NCOEs).

SAI RC Zirakpur invites applications from eligible, qualified and motivated Indian Citizens for providing consultancy as young Professional (General Management) and Junior Consultant (Infra) on Contract Basis initially for a period of 2 Years and Extendable for 01 more Year at SAI Regional Centre Zirakpur (Chandigarh).

Sr. No.	Name of Post	Number of Vacancy
1	Young Professional (General Management)	01
2	Junior Consultant (Infra)	01

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

SAI reserves all the rights to withdraw this advertisement at anytime without assigning any reason. For any recruitment related query, e-mail to rcchandigarh.sai@gov.in.

Executive Director
Sports Authority of India
Regional Centre Zirakpur (Chandigarh)

**Job Description:
(Table-I)**

Position	Job Description
Young Professional (General Management)	<p>To provide Consultancy to:-</p> <ul style="list-style-type: none"> • To provide administrative support and oversee the functioning of various SAI/Khelo India initiatives & schemes for strengthening the Country's Sporting ecosystem. • To liaise with various stakeholders of the Indian Sporting Ecosystem including Ministry of Youth Affairs & Sports, State Governments, Private Academies, National Sports Federations and Other Agencies for smooth functioning of the scheme. • Maintenance of records & management of fund flow and to provide high quality inputs towards Noting, Drafting, Analysis & Monitoring of the different SAI schemes.
Junior Consultant (Infra)	<p>To provide Consultancy to: -</p> <ul style="list-style-type: none"> • Preparation of estimation, drawings, designs of infrastructure. • To get the work executed as per the design given by the Structural Engineer, Architectural Drawing issued by the project Architect and schedule of work of the contract agreement. To ensure the quality of the work executed as per scheduled item of work in accordance to the CPWD specifications and CPWD Manual with up-to date correction slips.

**Eligibility Criteria:
(Table -II)**

Position	Essential Qualification	Desired Qualification	Essential Experience	Desired Experience
Young Professional (General Management)	Any Post Graduation Degree (2 Years) from a recognized University	MBA/Post Graduate Diploma (2 Years) Specialization in Sports Management from a recognized university.	01 Year (In relevant field as mentioned in Job description)	Experience in any Government/ Semi Govt./Autonomous/ PSU in relevant field.
Junior Consultant (Infra)	BE/ B. Tech in Civil Engineering from a recognized University	M. Tech in Civil Engineering from a recognized University	5 years (In relevant field as mentioned in Job Description)	Experience in any Government/ Semi Govt./ Autonomous/ PSU as per Job Description

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 short listed in the ratio of 1:5 with following criteria for which necessary documents to be attached along with the application:

(Table-III)

Designation	Evaluation Criteria (Total Marks -100)
Young Professional (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. 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 to 5Years = 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. Greater than 05Years = 25Marks 2. 3-5Years = 20Marks 3. 2-3Years = 10Marks <p>IV) Experience in any Government/ Semi Government/ Autonomous/PSU in relevant field as mentioned In Job Description (Minimum 01Year) = 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>

<p>Junior Consultant (Infra)</p>	<p>1. 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. b. 60%-75% =30 Marks. c. 45% to 60% =20 Marks. 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 5 years- =30 Marks b. 5 Years =20 Marks</p> <p>iii) Weightage for work Experience in Sports Sector (25 marks) with further breakup as:</p> <p>a. Greater than 3 years =25 Marks b. 3 Years = 20 Marks</p> <p>iv) Experience in any Government/ Semi Govt./Autonomous/ PSU in relevant field as mentioned in Job Description (Minimum 1 Year) =5 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>
---	--

NOTE:

1) The above Mentioned short listed criteria (Table- 3) will be used for calling the candidates to appear in the interview.

2) The Final Merit will be based on the Score Obtained in the Interview Only.

3) The Candidate must produce all the Original documents at the time of Interview otherwise the candidature will be cancelled for appearing in the interview.

(A) DEGREE AND MARKSHEET:

The degree certificate and mark sheet of every year must be uploaded issued by the Competent Authority (i.e., University or other examining body) awarding the particular qualification /marks.

(B) 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 organization.
- Duration of work experience.
- The field in which the candidate has worked or the post held in the establishment.
- Offer of appointment will not be considered as experience certificate.

(C) OTHER DOCUMENTS:

- a) Proof of Date of birth: Aadhar Card/10th class mark sheet/12th class mark sheet.
- b) One recent passport size colour photograph.
- d) Caste Certificate (If Applicable) and EWS certificate (if applicable).
- 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 fulfil eligibility criteria of essential educational qualification and essential work experience (as mentioned in Table-II).

HOW TO APPLY: The Candidate must send their application form along with self attested relevant documents at rcchandigarh.sai@gov.in before closing date.

- a) Applications received through any other mode would not be accepted and summarily rejected.
- b) Before registering /submitting applications, the candidates should possess a valid e-mail ID.
- c) The e-mail ID entered in the 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 through email is given below:-

- i) **Date of Applying Application:- 09/12/2022**
- ii) **Closing date for submission of application:-23/12/2022 till 6.00 p.m.**

**Note: Application form without self attested supporting relevant 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. 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.

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 or by either party, i.e. SAI or the employee. In case of extreme impropriety by the employee, the contract will be terminated immediately without prior notice.

ii. **Age Limit & Salary:**

Designation	Maximum Age Limit	Salary
Junior Consultant (Infra)	Upto 55 years is the Maximum age	Rs. 75,000 /- to Rs. 1,00,000 /-
Young Professional (General Management)	Upto 35 years is the Maximum age.	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 applications 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.
- 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) Candidates must apply within the scheduled time period, no application received after the last date shall be entertained.
- g) Candidates who apply under this advertisement may also be shortlisted for future requirements in organizations covered under Khelo India Schemes.
- h) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- i) The Executive Director, SAI Regional Centre, Zirakpur shall be the final authority in case of any dispute.
- j) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- k) The vacancy is primarily for location in SAI Regional Centre, Zirakpur. However, SAI reserves the right to post the candidate from the selected list to any of its schemes / Centres under the jurisdiction of Regional Centre, Zirakpur.
- l) Any litigation matter pertaining to employment at SAI shall be restricted to the jurisdiction of the Regional Centre, Zirakpur, Chandigarh.
- m) Please do visit your email account regularly for further updates.
- n) Further notifications/corrigendum in this regard, if any, will be informed through

email id.

- o) Organization reserves the right to terminate the contract, by giving one month notice to candidates.
- p) 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.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION

APPLICATION FORM:

1. Full Name in Capital Letters (as per the matriculation certificate):
2. Gender:
3. Date of Birth (as per matriculation certificate):
4. Father's Name (as per matriculation certificate):
5. Nationality:
6. Post Applied For:
7. Permanent Address:
8. Address for Communication:
9. Mobile number :
10. Email ID (a valid and functional email ID to be provided) :
11. Proof of Identity
12. Academic Qualifications:

Recent
colored
Passport
Size
Photograph

QUALIFICATION	NAME OF SCHOOL / COLLEGE/UNIVERSITY	Year of Passing	Marks obtained/ Total marks	%age of Marks

Details of Services rendered earlier/Experience in related field: (After the basic graduation).

Post/Designation	Name and Address of the Organization	Duration of Tenure		Total Period
		From	To	

Declaration: I solemnly declare that the above statements made by me are correct to the best of my knowledge and belief. Nothing has been kept concealed and I shall abide by the rules and regulation of Sports Authority of India.

Name & Signature of Candidate

DATED:-