

F.no-E-30511-19-01036/1/2022-RC Bhopal-General Administration

Dated: 20/12/2022

**ADVERTISEMENT FOR THE POST OF YOUNG PROFESSIONAL
(ATHLETE RELATION MANAGER) - (01 OBC)**

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

S.NO.	Post	(No. of Vacancies)	Place of engagement	Category
1.	Young Professional (Athlete Relation Manager)	01	SAI, NCOE, Bhopal	OBC

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

Date of Opening Online Application: 21/ 12 /2022 at 05:00 PM

Closing date for submission of online application: 04/01/2023 at 05:00 PM

SAI reserves all the rights to withdraw this advertisement at any time without assigning any reason. For any recruitment related query, e-mail to saire.bhopal@gmail.com

Assistant Director
Sports Authority of India
Central Regional Centre, Bhopal (M.P.)

JOB DESCRIPTION:
(Table-1)

Position	Job Description
Young Professional (Athlete Relation Manager)	To provide Consultation to: <ul style="list-style-type: none"> • One stop service point for the athletes assigned to him/her. • Ensure the processing of athlete's proposal in SAI from start to end Communicate with and provide support to athlete in person when needed.

ELIGIBILITY CRITERIA

(Table-2)

Position	Essential Qualification		Essential Experience	Desirable Experience
Young Professional (Athlete Relation Manager)	Category 1	Graduate in any discipline with Certificate /Diploma course in sports management (Certificate/Diploma duration must be more than 6 months) from a reputed institute.	02Years (In relevant field as mentioned in JD)	Candidates who have participated in Nationals and International level in any sports discipline.
	Category 2	OR MBA/Post Graduate Diploma (2years) from a recognized University/ Institution.	01 Years (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: -

The candidate will be shortlisted in the ratio of 1:5 with the following criteria for which necessary documents to be attached along with the application:

(Table-3)

Designation	Evaluation Criteria (Total Marks-100)
Eligibility as mentioned in Category 1 (Table-2)	<p>i. Weightage for marks Obtained in Graduation Degree (Total - 40 Marks) with further break-up as given below</p> <ul style="list-style-type: none">• Greater or equal to 75% - 40 Marks• 60% - 75% - 30 Marks• 45% - 60% - 20 Marks• Less than 45% - 0 Marks <p>ii. Weightage for work Experience (30 marks) with further break-up as:</p> <ul style="list-style-type: none">• Greater than 03 Years- 30 Marks• 2-3 Years- 20 Marks <p>iii. Weightage for work Experience in Sports Sector (20 marks) with further break-up as:</p> <ul style="list-style-type: none">• Greater than 03 Years- 20 Marks• 02-03 Years- 10 Marks <p>iv. Weightage for Sports Participation</p> <ul style="list-style-type: none">• Participation at International Level in any Sports Discipline-10 Marks• Participation at National Level in any Sports Discipline- 05 Marks <p><i>Note: If a candidate is working in Sports Sector, he/she will be eligible for weightage in ii & iii depending on number of Years of Experience.</i></p>

Designation	Evaluation Criteria (Total Marks-100)
Eligibility as mentioned in Category 2 (Table-2)	<p>i. Weightage for marks Obtained in Post-Graduation Degree (Total - 40 Marks) with further break-up as given below</p> <ul style="list-style-type: none"> • Greater or equal to 75% - 40 Marks • 60% - 75% - 30 Marks • 45% - 60% - 20 Marks • Less than 45% - 0 Marks <p>ii. Weightage for work Experience (30 marks) with further break-up as:</p> <ul style="list-style-type: none"> • Greater than 02 Years- 30 Marks • 1-2 Years- 20 Marks <p>iii. Weightage for work Experience in Sports Sector (20 marks) with further break-up as:</p> <ul style="list-style-type: none"> • Greater than 02 Years- 20 Marks • 1-2 Years- 10 Marks <p>iv. Weightage for Sports Participation</p> <ul style="list-style-type: none"> • Participation at International Level in any Sports Discipline-10 Marks • Participation at National Level in any Sports Discipline- 05 Marks <p><i>Note: If a candidate is working in Sports Sector, he/she will be eligible for weightage in ii & iii depending on number of Years of Experience</i></p>

Candidates eligible under both categories as mentioned in Table- 2, shall specify under which category they are applying. If it is not specified by the candidate, higher education qualification will be considered and screening will be done accordingly.

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 mark sheet of every year must be uploaded issued by the competent authority (i.e. University of other examining body) awarding the particular qualification/marks.

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 fields in which the candidate has worked or the post held in the establishment.

e) Offer of appointment will not be considered as an experience certificate.

III. OTHER DOCUMENTS:

- a. Proof of Date of birth: Aadhaar Card/10th class mark sheet/12th class mark sheet.
- b. One recent passport-size color photograph.
- c. The OBC candidates applying for Young Professional (Athlete Relationship Manager) must produce OBC (Non-Creamy layer) certificate as per criteria laid down by Government of India.
(Copy of OBC (Non-Creamy layer) Certificate format attached at Annexure 1)
- d. Scanned Signature.
- e. Candidates must submit the proof of last pay drawn from the Current / Last working organization.

IV. Sports Participation:

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

GENERAL INSTRUCTIONS

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

1. **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).
2. **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.
3. **LAST DATE FOR RECEIPT OF APPLICATIONS:** The schedule for applying online is given below: -
 - **Date of Opening Online Application: 21/ 12 /2022 at 05:00 PM**
 - **Closing date for submission of online application: 04/01/2023 at 05:00 PM**
4. **Call letters for interview:** The call letters for interview shall be communicated electronically in the valid and functional email id provided by the candidate in the application form. The shortlisted candidate will be called for interview at SAI NCOE, Bhopal.
5. Candidates should check their registered email regularly for updates regarding interview dates and other relevant details. Any variations in the details provide and documents

3. **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.
4. **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.
5. **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 10%.
6. **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 unutilized leave in a calendar year will lapse and will not be carried forward to the next calendar year.

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.

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 applications received after the last date shall be entertained.
- g) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- h) The DG SAI shall be the final authority in case of any dispute.
- i) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- j) Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Bhopal Court only.
- k) The vacancy is primarily for location in SAI NCOE Bhopal; However, SAI reserves the right to post the candidate from the selected list to any of its scheme located anywhere in India.
- l) Organization reserves the right to terminate the contract by giving one-month prior notice to the candidates.
- m) 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.
- n) In case of any dispute, English version of the employment notice will be treated as valid.

CANVASSING IN ANY FORM WILL LEAD TO DISQUALIFICATION

APPLICATION FORM

Recent
colored
Passport Size
Photograph

1. Full name in capital letters (as per the matriculation certificate):
2. Gender:
3. Date of birth (as per the matriculation certificate):
4. Father's name (as per the matriculation certificate):
5. Nationality:
6. Post applied for:
7. Permanent Address:
8. Address for communication:
9. Mobile number and Email ID (a valid and functional email ID to be provided):
10. Proof of identity:
11. Academic Qualifications:

Qualification	Name and address of College/Institution	University	Year of passing	Percentage

12. 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. I shall abide by the rules and regulation of Sports Authority of India.

Name & Signature of Candidate

Annexure-1

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ of village/town _____ in District/Division _____ in the State/Union Territory _____ belongs to the _____ community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated ____*. Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93 — Estt.(SCT) dated 8.9.1993**.

District Magistrate Deputy
Commissioner etc.

Dated:

Seal

*- The authority issuing the certificate may have to mention the details of Resolution of the Government of India, in which the caste of the candidate is mentioned as OBC.

**-. As amended from time to time.

Note: - The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1