



Sports Authority of India
(Autonomous Body under MYA&S)

No. 1(1) SAI/TOPS/Staff/2017-18/19-20/20-21- Vol I/II

Dated: 19-07-2023

Subject: Target Olympic Podium Scheme (TOPS) invites online applications on contract basis.

- a) Target Olympic Podium Scheme (TOPS) Division, Sports Authority of India (SAI), Delhi, under the Ministry of Youth Affairs and Sports, Government of India invites applications for engagement of consultant on contract basis. The contract is initially for a period of two years extendable by one year at a time upto a maximum tenure of five years i.e. 2+1+1+1.

The details of the job description and responsibilities, etc. for the posts are at Annexure I, available at the website of SAI & MYA&S; <http://sportsauthorityofindia.nic.in/> and <http://yas.nic.in/>

1. Requirement: -

S. No.	Post	Number of Vacancies
1	Head (Research, Policy and Learning)	1

ANNEXURE – I

1. ESSENTIAL EDUCATION QUALIFICATIONS.

A. Head (Research, Policy and Learning)

Head (Research, Policy and Learning) will undertake following tasks:-

- I. To provide high-level strategic leadership, advice, and direction to the Team to achieve outcomes related to research, policy, and learning.
- II. To develop and implement policies related to research & analysis of parameters for the selection of athletes in the TOPS Scheme
- III. To develop capacity-building programs for technical staff and internal professional teams for improved performance delivery.
- IV. To assist the TOPS in developing long-term development strategies for the 14 priority sports.
- V. To drive the formulation of sports development policies and protocols.
- VI. To conduct in-depth research regarding the sports ecosystem as a whole or research related to particular disciplines/sports and give recommendations for policy formation.
- VII. Coordinate with the various stakeholders to identify and recruit world-class coaches and sports scientists to deliver the desired results.
- VIII. To create a framework for development of Coaching, Expertise in India.
- IX. Any other task assigned by a competent authority or reporting officer.

Eligibility Criteria:

I. Essential Qualification:-

- Person having 2 years Master's Degree or Post Graduate Diploma (02 years) or Master's Degree (01 year) from any foreign University in relevant subject like Analytics/Management/ Research or any subject of similar/equivalent nature Or.
- Master's Degree in any Discipline/B.E./B.Tech with diploma/certificate course in Analytics/Management/ research or any subject of similar/equivalent nature

II. Desirable Qualification:-

- Ph.D. or Masters Degree in relevant field like Analytics/Sports Research/Sports Management from recognised University
- Excellent Knowledge of office software like MS Office, research tools, database management, application software, etc.
- Understanding of results and competition formats in Olympic sports

III. Essential Experience: -Minimum 5 years of experience in a relevant field like sports analytics/research/management. The experience will be counted only if the same is acquired after completion of essential qualification

IV. Desirable Experience:-

- Experience in any Government/ Semi Govt./ Autonomous/ PSU/ Private

- Sector is also considerable.
- Candidates who have participated at national and international levels in Olympic Sports Disciplines would be given preference.
 - Applicant with research experience, published papers, and post-qualification experience in the relevant field would be preferred.

CRITERIA FOR SHORTLISTING OF CANDIDATES FOR INTERVIEW.

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

Designation	Evaluation Criteria (Total Marks-100)
Head (Research, Policy and Learning)	i. Weightage for marks Obtained in Essential Qualification (Maximum - 40 Marks) with further break-up as given below : <ol style="list-style-type: none"> Greater or equal to 75% - 40 Marks 60% to less than 75% - 30Marks 45% to less than 60% - 20Marks Less than 45% - 0 Marks ii. Weightage for work Experience (Maximum 30 marks) with further break-up as: <ol style="list-style-type: none"> 15 years and above - 30 Marks 10 years to less than 15 Years-25 Marks 5 years to less than 10 Years-20 Marks less than 5 Years- 0 Marks iii. Weightage for work Experience in Government Sector (Maximum 20 marks) with further break-up as: <ol style="list-style-type: none"> Greater than 10 Years- 20 Marks 5years to less than 10 Years- 15 Marks 1 year to less than 4 years – 10 Marks Below 1 year – 0 Marks iv. Sports Participation at national and International Level in Olympic Discipline:- Maximum 05 Marks v. Publication/Sport Science Experience: - Maximum 05 Marks. Note: If a candidate is working in Government Sector, he/she will be eligible for Weightage in ii & iii depending on number of Years of Experience.

INTERVIEW PROCESS:

1. The interview will be of 100 marks.
2. The shortlisted candidates will be called for the interview and assessed as follows:

CATEGORIES FOR EVALUATION	MAXIMUM MARKS(100marks)
Domain Expertise in the relevant field	30
Practical knowledge on Sports Field Management	30
Aptitude for working in a sports organization	10
Knowledge related to recent advancements in the relevant field	10
Communication and analytical skills	20

NOTE:

- **OF THE TOTAL APPLICATIONS RECEIVED, CANDIDATES WILL BE SHORTLISTED FOR THE INTERVIEW BASED ON THE CRITERIA MENTIONED ABOVE IN 1:5 RATIOS.**
- **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.**

Terms and Conditions for contractual engagement

- b) **Tenure:** The contractual engagement will be initially for a period of two years extendable by one year at a time upto a maximum tenure of five years i.e. 2+1+1+1 on the basis of satisfactory performance.
- c) **Age Limit:** The upper age limit for the respective posts is as follows:-
- Head (Research, Policy & Learning)- 50years as on the date of advertisement
 - Senior Lead (Policy & Learning)- 45 Years as on the date of advertisement
 - Manager (Communication)- 32 Years as on the date of advertisement
 - Lead (Research)-32 Years as on the date of advertisement
 - Manager (Athlete Relation)- 32 Years as on the date of advertisement
 - Manager (Partnership)- 32 Years as on the date of advertisement
 - Sports Associate- 32 Years as on the date of advertisement

Age relaxation to the persons serving in Sports Authority of India shall be considered as below: -

(TABLE-XIV)

S. No	Period of Experience in SAI	Relaxation in Age
1	2 years – 3 years	1 year
2	3 years – 5 years	2 years
3	5 years – 7 years	3 years
4	7 years– 9 years	4 years
5	9 years – 11 years	5 years
6	11 years – 13 years	6 years
7	13 years - 15 years	7 years
8	15 years - 17 years	8 years

Last pay drawn document: Candidates shall get their monthly remuneration document from their previous employer. If the last pay drawn is more than the remuneration mentioned in the advertisement, then pay may be fixed accordingly subjected to a maximum of pay range of the post concerned. In such case all the candidate selected above that candidate in merit shall draw equal remuneration.

Candidates should note that only the Date of Birth as recorded in the Matriculation/ Secondary Examination. Certificate or an equivalent certificate as on the date of submission of applications will be accepted and no subsequent request for its change will be considered or granted.

d) **Remuneration:**

SNO	Position	CTC (Rs.)	Vacancies
1	Head (Research, Policy & Learning)	Rs. 1,45,000- Rs. 2,65,000	1

- e) **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.
- f) **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.
- g) **Extension:** Performance of the selected candidates would be continuously reviewed, and their extension will be considered on the basis of periodic review / requirement. Remuneration 7% increment will also depend on the periodic performance review after one year. In case a candidates' initial remuneration is fixed at the maximum salary of the pay range as mentioned, the same shall be frozen for an initial period of 02 years.
- h) **Leave:** The Individual Consultants shall be entitled to leave at the rate of 2.5 days of each completed month with no accumulation of leave beyond a calendar year on pro-rata basis. Further, the absence up to one month may be considered without remuneration. However, in Exceptional cases for professional development, training etc. this condition may be relaxed by DG, SAI. Apart from this, the women Consultant may be eligible for maternity leave as per the Maternity Benefit (Amendment) Act, 2017 issued by Ministry of Labour and Employment vide no S- 36012/03/2015-SS-I dated 12th April 2017. Also unavailed leave in a calendar year will lapse and will not be carried forward to the next calendar year. Also; un-availed leave in a calendar year will lapse and will not be carried forward to the next calendar year.
- i) **Bond:** candidates selected for above post will have to sign a bond (in prescribed format) of two years with SAI which will include paying of one month of salary and serving a notice period of one (01) month if the candidate wants to tender his/her resignation.
- j) **TA/DA:** To undertake domestic tours subject to the approval of Competent Authority: -

(TABLE-XV)

Post	Mode of Journey	Re-imbursment of Hotel, Taxi and Food Bills
Head (Research, Policy and Learning)	Air in Economy Class or by Rail in AC Two Tier	Hotel accommodation of up to Rs.2250/- per day; taxi charges of up to Rs. 338/- per day for travel within the city and food bills not exceeding Rs. 900/- per day shall be allowed.

- k) **Posting:** Selected candidates shall be posted at SAI Head Office, New Delhi or in any of the SAI Centers across India and the posting so made is purely in public interest.
- l) **How to Apply:** - The candidate has to apply only online through the link <https://sportsauthorityofindia.nic.in/saijobs>. Applications received through any other mode would not be accepted and summarily rejected. Before registering/submitted applications on the website, the candidates should possess the following:
- i. **Valid E-mail ID:** 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 allowed once entered.

ii. **Self-attested documents** to be uploaded while submitting application online:

1. Certificate of Date of birth.
2. Certificates of essential educational qualifications & experience.
3. Scanned copy of passport size color photograph and signature.
4. Scanned copy of research paper and/or achievement in sports at national & international level
5. Scanned copy of No Objection Certificate from their present employer, in case working in Central/ State Government/ Autonomous Organizations.
6. Last Pay drawn salary for the month of May/June 2023.

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

- (i) Date of opening of online registration- 21st July 2023, 5pm
- (ii) Closing date for submission of online application- 4th August 2023, 5pm
- (iii) Link <https://sportsauthorityofindia.nic.in/saijobs>

m) Candidates who are working in Central/ State Government/ PSUs/ Autonomous Organizations have to produce No Objection Certificate from their employer along with all original as well as photocopy of all the documents at the time of joining.

n) **GENERALINSTRUCTIONS**

- i. 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.
- ii. 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 and (or) submitted any supporting document which found as not genuine at any stage shall be liable for disqualification.
- iii. Candidates should ascertain that they satisfy all the essential educational qualifications as stipulated in the advertisement. Candidates having qualification above the essential qualifications are eligible to apply. Merely having the qualifications does not entail candidates to be called for interview. However, the final decision will be taken by the SAI.
- iv. Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date for submission of application, to avoid the possibility of disconnection/ inability/ failure to log on the SAI website on account of heavy load on internet/ website jam.
- v. SAI does not assume any responsibility for the candidates not being able to submit

their applications within the stipulated time and date on account of the aforesaid reasons or for any other reason beyond the control of SAI.

- vi. Candidate who will be called for interview has to produce original as well as self-attested photocopy of all the documents uploaded at the time of application, other relevant document at the time of interview along with signed copy of application submitted online, failing which he/she will not be allowed to appear for interview.
- vii. Decision of SAI in all matters regarding eligibility, selection and posting would be final and binding on all candidates. No representation or correspondence will be entertained by SAI in this regard.
- viii. SAI reserves the right to modify/alter/restrict/enlarge/cancel the recruitment process, if need so arises without issuing any further notice or assigning any further notice/any reasons thereafter. The decision of the SAI will be final and no appeal will be entertained against this issue.
- ix. In case of any dispute, jurisdiction of Court will be at New Delhi only.
- x. Please do visit your email account regularly for further updates.
- xi. Further notifications/corrigendum in this regard, if any, will be put up on SAI website only.
- xii. Canvassing in any form will lead to disqualification.

o) CONFIDENTIALITY:

- i. 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, if such book, article, broadcast, uses any information that he/she may gather as part of this assignment.
- ii. During the period of engagement with SAI, the selected candidates 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.
- iii. 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.

p) OTHER CONDITIONS:

- i. The applications received will be scrutinized and the eligible candidates will be interviewed at no cost to SAI.
- ii. Candidates applied for more than one post will be interviewed only once.
- iii. 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.

- iv. The vacancies may vary based on requirement of SAI.
- v. In case he/she is required to precede outstation from the place of posting on tour for official duty, he/she will be entitled to TA/DA as per relevant rules.
- vi. In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving thirty days 'notice.
- vii. 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.
- viii. 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.
- ix. SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- x. The DG SAI shall be the final authority in case of any dispute.
- xi. The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- xii. Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Delhi courts.
- xiii. Organization reserves the right to terminate the contract, by giving thirty days notice to Candidates.