



भारतीय खेल प्राधिकरण
नेताजी सुभाष राष्ट्रीय क्रीड़ा संस्थान पटियाला

F.No. SAI/NIS-AW/Contractual appoint/2021

Dated: 16.03.2021

ADVERTISEMENT FOR THE POST OF JUNIOR CONSULTANT' S

SAI NSNIS, Patiala invites applications from eligible, qualified and motivated Indian Citizens for the following categories on contract basis at SAI NSNIS, Patiala .

S. No.	Post	Number of Post
1	Junior Consultant (Performance Monitoring)	03
2	Junior Consultant (Infra)	02

The details of recruitment along with application form is available at SAI websites i.e;
<http://www.nsnis.org> & 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 esttnis@gmail.com

Senior Executive Director (A)
Sports Authority of India
NSNIS, Patiala

Job Description :

(Table- I)

S.N.	Name of Section	Number	Duties
1	Junior Consultant (Infra)	02	To provide Consultation to prepare estimation, drawings, designs of infrastructure, expression of interest for development of projects, execution of work
2	Junior Consultant (Performance Monitoring) –NCOE	01	To provide Consultation to identify of sports talent, training methodology, monitoring and performance measurement systems, identifying requirements of sporting facilities, creation of system for sports science backup, development of knowledge pool of sports medicine etc. , interact with athletes and their support team on a regular basis, preparation of comprehensive data base for the athletes, Detailed analysis on the proposal /assistance applied by the athletes, Detailed analysis of athletes like past performance, future potential & make the comparative study/analysis with performance of sports persons in other countries & review the performance after every competition. Research & development in performance monitoring techniques, development of various reports/tools for monitoring and evaluation of performance .
3	Junior Consultant (Courses – including Data Analytics and Research) –Academics	01	To provide consultation for planning the creation, upgradation and upkeep of all Academic records, Research the equivalent courses at National /International level for suggesting new courses/upgradation keeping in mind job sector requirement and cost benefit analysis figures . Preparing the handbook of statutes, ordinances, rule book of the courses, Planning the calendar and conduct of assessment/examination in an end to end manner (Incl. publication of results), Drafting expression of interest and request for proposals for procurement of goods and services according to the GFRs, CVC guidelines and procurement manual of Govt . of India .
4	Establishment & General Administration	01	To provide consultation in service/ Establishment matters, Statistics of Posts, processing of Tenders for procurement and services of Horticulture, Housekeeping, security manpower etc . & other General Administration work .

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

Position	Essential Qualification	Desired Qualification	Essential Experience	Desired Experience
Junior Consultant (Infra)	BE/B . Tech in civil Engineering from Recognized University .	M . Tech in Civil Engineering from a recognized university .	05 Year (In relevant field as mentioned in JD)	Experience in any Government/ Semi Govt . / Autonomous/ PSU in relevant field .
Junior Consultant (Performance Monitoring) – NCOE	MBA/PGDM 2 Years from a Recognized University	Candidates who have participated in national and international level in any sports disciplines would be given preference . Masters in Economics / Statistics / Management Sciences .	05 years experience in the field of programme / project monitoring and/or programme / project evaluation (Preferably in the Government Sector .	1. Candidate with experience in application of cutting-edge technologies in survey, data analytics, rigorous econometric analysis of large datasheets are encourage . 2. The candidate with relevant research experience at appropriate level backed by suitable publication records . 3. The candidate who have either led a reputed research / evaluation organization or have worked at a senior level .
Junior Consultant (Operations) –Academics	MBA / PGDM 2years from a recognized university	Diploma in Sports Management from recognized University	05–07 Years experience in education administration or Comparable experience in research establishment and or other institutions of higher education or 6–8 years of administrative experience of which 4–5 years shall be as Deputy Registrar / Assistant Registrar or equivalent .	Experience in any Government/ Semi Govt . / Autonomous/ PSU in relevant field .
Establishment & General Administration	MBA from a recognized university .	BCA/PGDCA from recognized University	05 Year (In relevant field as mentioned in JD) / Experience in handling computerized office management .	Experience in any Government/ Semi Govt . / Autonomous/ PSU in relevant field .

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

CRITERIA FOR SHORT LISTING OF CANDIDATES FOR THE INTERVIEW : -

Candidate will be shortlist 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)
Junior Consultant (Performance Monitoring)	i. Weightage for marks Obtained in Essential Qualification (Total - 40 Marks) with further break-up as given below : a. Greater or equal to 75% - 40 Marks b. 60% - 75% - 30 Marks c. 45% - 60% - 20 Marks
Designation	Evaluation Criteria (Total Marks-100)
	d. Less than 45% - 0 Marks ii. Weightage for work Experience (30 marks) with further break-up as : a. Greater than 05 Years- 30 Marks b. 05 Years- 20 Marks iii. Weightage for work Experience in Sports Sector (25 marks) with further break-up as : a. Greater than 03 Years- 25 Marks b. 03 Years- 20 Marks iv. Experience in any Government/ Semi Govt. /Autonomous/ PSU in relevant field as mentioned in JD (Minimum 01 Year) . -05 Marks <i>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 .</i>
Junior Consultant (Infra)	i. Weightage for marks Obtained in Essential Qualification (Total - 40 Marks) with further break-up as given below : a. Greater or equal to 75% - 40 Marks b. 60% - 75% - 30 Marks c. 45% - 60% - 20 Marks d. Less than 45% - 0 Marks ii. Weightage for work Experience (30 marks) with further break-up as : a. Greater than 05 Years- 30 Marks b. 05 Years- 20 Marks iii. Weightage for work Experience in Sports Sector (25 marks) with further break-up as : a. Greater than 03 Years- 25 Marks b. 03 Years- 20 Marks iv. Experience in any Government/ Semi Govt. /Autonomous/ PSU in relevant field as mentioned in JD (Minimum 01 Year) . -05 Marks <i>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 .</i>

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 certificate uploaded must be one issued by the Competent Authority (i.e. University or other examining body) awarding the particular qualification .

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

iii. OTHER DOCUMENTS :

- a. Proof of Date of birth : Aadhar Card/10th class mark sheet/12th class mark sheet .
- b. One recent passport size color photograph .

iv. Sports Participation :

The document proving participation in Sports at National and International level should be attest 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)

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) .

1. Scanned copy of application alongwith self-attested documents in PDF format may be sent on esttnis@gmail.com
2. The order of documents is as follows :
 - a) Candidate details (Application form)
 - b) Document for DOB :
 - c) Mark sheet of postgraduate degree .
 - d) Degree certificate of post-graduation course
 - e) Mark sheet of graduation degree .
 - f) Degree certificate of graduation course .
 - g) Work experience.
 - h) Documents supporting sports achievement if any .
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, fulfillment 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 fulfill 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. FAILING TO SUBMIT THE REQUIRED CERTIFICATES IN ORIGINAL AT THE TIME OF JOINING WILL LEAD TO CANCELLATION OF CANDIDATURE.

Terms and Conditions:

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, ie. SAI or the employee. In cases of extreme impropriety by the employee, the contract will be terminated immediately without prior notice.

Age Limit & Salary:

Designation	Age Limit	Salary
Junior Consultant	55 Years	Rs . 75,000/-Rs . 1,00,000/-

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 issue 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 10%.

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

HOW TO APPLY: The candidate has to apply on the attached performan on email id at esttnis@gmail.com

- Applications received through any other mode would not be accepted and summarily rejected.
- Before submitting applications the candidates should possess a 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 entertained.

LAST DATE FOR RECEIPT OF APPLICATIONS: All eligible & willing candidates may apply with scanned application alongwith documents in support of qualification and experience at mail id esttnis@gmail.com by 31 . 3 . 2021 till 5 . 00 P . M .

Confidentiality :

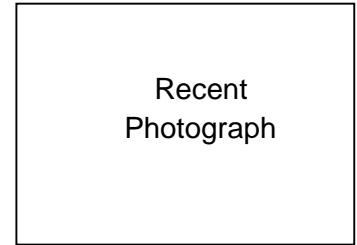
- a) Selected persons will not be allowed to publish a book or a compilation of articles or participate in a radio broadcast or contribute an article or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he/she may gather as part of 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 .
- 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) 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 Delhi courts .
- 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 reserve the right to cancel the panel without assigning any reasons .

Performa for Application

Post applied for:



1. Name:
2. Father's/Mother's Name:.....
3. Date of Birth:.....
4. Nationality:
5. Postal Address:.....
6. Contact Number:.....
7. E-mail address:.....
8. Educational Qualifications Matriculation onwards:

S. No.	Certificate/Degree	Subject	Institute/ University	Year of Passing	Percentage/ CGPA

9. Work Experience:

S. No.	Organization/Institute	Period From - To	Nature of Work	Remarks

Total Experience (in months).....

10. Sports Participation:

(A) **International Level**

S.No.	Event	Position

(B) **National Level**

S.No.	Event	Position

DECLARATION

I hereby declare that all statements made in this application are 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:

Date:

(Signature of the Applicant)