



Sports Authority of India

Netaji Subhas Eastern Centre

Salt Lake City, Sector - III

Kolkata - 700 106

Email: rckolkata-sai@nic.in

F.No.SAI/EC/828/YP/2022-23

12.10.2022

ADVERTISEMENT

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 invites applications from eligible, qualified and motivated Indian Citizens for providing consultancy as Young Professional on contract basis initially for a period of 02 years and extendable for 01 more year at **Regional Centre, Kolkata.**

S. No.	Post	Number of Posts		
		NSEC Kolkata	NCOE Jagatpur	SAI Extension Centre, Car Nicobar
1.	Young Professionals (General Management)	03	Nil	01
2.	Young Professionals (P&A)	01	Nil	Nil
3.	Young Professionals (ARM)	01	01	Nil

Category-Wise distributions of vacancies are as follows:-

Category	Vacancy
UR	2
OBC	3
SC	1
ST	1

The details of recruitment along with application form is available SAI website i.e. <http://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 rckolkata-sai@nic.in

Regional Director (I/C)
Sports Authority of India

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

Position	Job Description
Young Professionals (General Management)	<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 Academics, 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.
Young Professional (Project & Admin)	<p>To Provide consultancy to:</p> <ul style="list-style-type: none"> Manage day to day administrative work of NCOE. Oversee the function, management, planning, execution, verification & reporting of Operation of the given projects. 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 Government 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's proposal 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 Professionals (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 JD)	Experience in any Government /Semi Govt. /Autonomous /PSU in relevant field.
Young Professional (Project & Admin)	B.Tech/MBA/PGDM (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 JD)	Experience in any Government /Semi Govt. /Autonomous /PSU in relevant field.
Young Professional (ARM)	B.Tech/MBA/PGDM (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 JD)	Candidates who have participated in Nationals and International level in Olympic Sports Disciplines would be given preference.

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 shortlisted 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 Professionals (General Management)	<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, 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"> 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 5 Years – 30 Marks b. 3-5 Years – 20 Marks c. 2-3 Years -10 Marks <p>iii. Weightage for work Experience in Sports Sector (25 Marks) with further break-up as:</p> <ol style="list-style-type: none"> a. Greater than 5 Years – 25 Marks b. 3 - 5 Years – 20 Marks c. 2-3 Years - 10 Marks <p>iv. Experience in any Government /Semi Govt./Autonomous/ PSU in relevant field as mentioned in JD (Minimum 01 year) – 05 Marks</p> <p>Note:</p> <ol style="list-style-type: none"> 1. If a candidate is working in Sports Sector (or) in government sector specified in iv, he/she will be eligible for weightage in ii, iii & iv depending on number of Years of Experience.
Young Professional (Project & Admin)	<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 basis qualification will be considered for giving weightage. Example- In the case of candidate with B.Tech & MBA, marks obtained in B.Tech will be considered:</p> <ol style="list-style-type: none"> a. Greater or equal to 75% -40 Marks

	<ul style="list-style-type: none"> b. 60% - 75% - 30 Marks c. 45%-60% - 20 Marks d. Less than 45% - 0 Marks <ul style="list-style-type: none"> ii. Weightage for work Experience (30 marks) with further break-up as: <ul style="list-style-type: none"> a. Greater than 02 Years – 30 Marks b. 1-2 Years -20 Marks iii. Weightage for work Experience in Sports Sector (25 marks) with further break-up as: <ul style="list-style-type: none"> a. Greater than 02 Years – 30 Marks b. 1-2 Years -20 Marks iv. Experience in any Government/ Semi Govt./ Autonomous / PSU in relevant field as mentioned in JD (Minimum 01 year) – 05 Marks. <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)	<ul style="list-style-type: none"> ii. 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 & MBA, marks obtained in B.Tech will be considered: <ul 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 iii. Weightage for work Experience (30 Marks) with further break – up as : <ul style="list-style-type: none"> a. Greater than 02 Years – 30 Marks b. 1-2 Years -20 Marks v. Weightage for work Experience in Sports Sector (25 Marks) with further break-up as: <ul style="list-style-type: none"> a. Greater than 02 Years – 30 Marks b. 1-2 Years -20 Marks v. Sports Participation at National and International Level in Olympic Discipline -05 Marks. <p>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.</p>

NOTE:

- ❖ THE ABOVE MENTIONED SHORT – LISTING CRITERIA (TABLE-III) WILL BE USED FOR CALLING THE CANDIDATES TO APPEAR IN THE INTERVIEW.
- ❖ THE FINAL MERIT LIST 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 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 colour photograph.

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).

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).

1. After initial registration is completed online, the candidate must upload the following documents in the below mentioned order. Self attested documents in PDF format are to be uploaded.
2. The order of documents is as follows:
 - a) Candidate details.
 - b) Document for DOB.
 - c) Online application printout.
 - d) Mark sheet of postgraduate degree.
 - e) Degree certificate of post graduate course.

- f) Mark sheet of graduation degree.
 - g) Degree certificate of graduation course.
 - h) Work experience if any.
 - i) 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, 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.
 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, i.e. 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
Young Professionals (General Management)	35 Years	Rs.40,000/- to Rs.60,000/-
Young Professionals (Project & Admin)		
Young Professionals (ARM)		

*Remuneration matching the last pay, will be decided by the interview panel at the time of interview, subject to a maximum salary of Rs.60,000/- per month.

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 issues 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 un-availed leave in a calendar year will lapse and will not be carried forward to the next calendar year.

How to Apply: The candidates have to send their applications in pdf format to email Id.: rckolkata-sai@nic.in. Applications received through any other mode would not be accepted and summarily rejected.

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

- i. Date of start of submission of application (via email) – **13.10.2022 from 11:00 AM**
- ii. Closing date for submission of application (via email) – **31.10.2022 till 5:00 PM**

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 persons, 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 application received will be scrutinized/ shortlisted on the basis of relevant experience and job description and 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 as applicable to Officers in SAI of the level of pay matrix level 06.

- c) In case the performance of Selected Candidate is not found satisfactory, his /her services will be discontinued after giving thirty days' notice, and also Sports Authority may withdraw offer at any time without any reason.
- 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) SAI reserves the right to cancel the advertisement and / or the selection process at any stage without assigning any reason.
- g) The DG SAI shall be the final authority in case of any dispute.