

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

**Date: 19/01/2023**

**Adv.No.-SAI/RC/ZRK/ADMN/Recruitment/JC-YPGen/ARM)/2022-2023/2<sup>nd</sup>BATCH**

**SPORTS AUTHORITY OF INDIA, REGIONAL CENTER ZIRAKPUR  
(CHANDIGARH) INVITES ONLINE APPLICATIONS FOR THE POSTS OF  
YOUNG PROFESSIONAL (GENERAL MANAGEMENT), YOUNG  
PROFESSIONAL (ATHLETE RELATION MANAGER) 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), Young Professional (Athlete Relation Manager) and Junior Consultant (Infra) on Contract Basis initially for a period of 2 Years and extendable for 01 more year.

<b>Sr. No.</b>	<b>Name of Post</b>	<b>Number of Vacancy</b>	<b>Category</b>
1.	Junior Consultant (Infra)	01	Unreserved
2.	Young Professional (General Management)	01	Unreserved
3.	Young Professional (Athlete Relation Manager)	01	Unreserved

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

- The eligible applicant may apply through the online link [https://sportsauthorityofindia.nic.in/saijobs./](https://sportsauthorityofindia.nic.in/saijobs/) Application received through any other mode will not be entertained and will be summarily rejected.

SAI reserves all the rights to withdraw this advertisement at any time without assigning any reason. For any recruitment related query, e-mail to [saiadmchd2@gmail.com](mailto:saiadmchd2@gmail.com)

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

**Job Description:**

**(Table-I)**

<b>Position</b>	<b>Job Description</b>
Young Professional (General Management)	<p><b>To provide consultancy to:-</b></p> <ol style="list-style-type: none"> <li>To provide administrative support and oversee the functioning of various SAI/Khelo India initiatives &amp; schemes for strengthening the Country's Sporting ecosystem.</li> <li>To liaise with various stakeholders of the Indian Sporting Eco system including Ministry of Youth Affairs &amp; Sports, State Governments, Private Academies, National Sports Federations and Other Agencies for smooth functioning of the scheme.</li> <li>Maintenance of records&amp; management of fund flow and to provide high quality inputs towards Noting, Drafting, Analysis &amp; Monitoring of the different SAI schemes.</li> </ol>
Young Professional (Athlete Relation Manager)	<p><b>To provide consultation to;</b></p> <ol style="list-style-type: none"> <li>One stop service point for the athletes assigned to him/her</li> <li>Ensure the processing of athlete's proposal in SAI from start to end communicate with and provide support to athlete in person when needed.</li> </ol>
Junior Consultant (Infra)	<p><b>To provide consultancy to: -</b></p> <ol style="list-style-type: none"> <li>Preparation of estimation, drawings, designs of infrastructure</li> <li>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</li> </ol>

Manual with up-to date correction slips.

**Eligibility Criteria:**

**(Table -II)**

<b>Position</b>	<b>Essential Qualification</b>	<b>Work Experience</b>
Young Professional (General Management)	Post-Graduation in any Discipline/BE B.Tech or 2 Years PGDM or MBBS or LLB or CA or ICWA or any professional degree after four years or more after 10+2 from a recognized University	Minimum 01 Year After acquiring Essential Qualification
Young Professional (Athlete Relational Manager)	Graduate in any discipline with certificate / Diploma course in Sports Management (more than 06 months) from a recognized university. <b>OR</b> MBA or PGDM (2 Years) from a recognized university.	2 years (In relevant field as mentioned in Job Description)  01 Year (In relevant field as mentioned in Job Description)
Junior Consultant (Infra)	BE/ B. Tech in Civil Engineering from a recognized University	1 year (In relevant field as mentioned in Job Description)

**Note: Experience will be counted only if the same is acquired after the completion of essential qualification.**

### CRITERIA FOR SHORTLISTING THE CANDIDATES FOR 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)	i. Weightage for marks in Essential Qualification (30 marks) with further break-up as given below
	1 Less than 45% 0 Mark
	2 45% to 50% 10Marks
	3 50% to 60% 20Marks
	Greater or equal to 60% 30Marks
	ii. Weightage for work Experience (35marks) with further break-up as:
	1 1-2 years 15 Marks
	2 2-3 years 25 Marks
	3 Greater than 03 years 35 Marks
	iii. Weightage for work experience in Sports Sector (25marks) with further break-up as:
	1 6 months 1 Year 5 Marks
	2 1-2 years 15 Marks
	3 Greater than 02 years 25 Marks
	iv. Weightage work Experience in any Government/Semi Government/ Autonomous/ PSU in relevant field as mentioned In job description equal to 10 Marks with further break-up as :-
	1 1-2 year 05 Marks
2 Greater than 2 years 10 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 &amp; iv depending on number of Years of Experience.</i>	
Young Professional (Athlete Relation Management)	i. Weightage for marks in essential qualification (30 Marks) with further break-up as given below:
	1 Less than 45% 0 Mark
	2 45% to 50% 10Marks
	3 50% to 60% 20Marks
	4 Greater or equal to 60% 30Marks
	ii. Weightage for work experience (35Marks)with further break-up as:
	1 1-2 years 15 Marks
2 2-3 years 25 Marks	

	3	Greater than 03 years	35 Marks
	iii. Weightage for work experience in sports sector (25 marks) with further break-up as:		
	1	6 months 1 Year	5 Marks
	2	1-2 years	15 Marks
	3	Greater than 02 years	25 Marks
	iv. Weightage for Sports Participation at International Level in any Sports Discipline- 10 Marks & Participation at National Level in any Sports Discipline- 05 Marks. <i>Note: If a candidate is working in Sports Sector and (or) in the government sector as specified in iv, he/she will be eligible for weightage in ii, iii &amp; iv depending on the number of Years of Experience</i>		
	i. Weightage for marks obtained in Essential Qualification(Total-40 Marks) with further break-up as given below:		
	1	Less than 45%	0 Marks
	2	45% to 60%	20 Marks
	3	60%-75%	30 Marks
<b>Junior Consultant (Infra)</b>	4	Greater or equal to 75%	40 Marks
	ii. Weightage for work experience(30) marks with further break-up as:		
	1	5 years	20 \Marks
	2	Greater than 5 years	30 Marks
	iii. Weightage for work Experience in Sports Sector (25 marks) with further breakup as:		
	1	6 months – 1 years	05 Marks
	2	1-2 Years	15 Marks
	3	Greater than 2 years	25 Marks
	iv) Experience in any Government/ Semi Govt./Autonomous/ PSU in relevant field as mentioned in job description		
	Minimum 1 Year		5 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 &amp; iv depending on number of years of experience.</i>			

**NOTE:**

- 1) The above mentioned short listed criteria (Table- 3) will be applicable for calling the candidates to appear in the interview.
- 2) The Final Merit will be based on the score obtained in the interview Only.

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- 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: -

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

**C. OTHER DOCUMENTS:**

- a. Proof of Date of birth: Aadhar Card/10th class marksheet/12thclass marksheet.
- b. One recent passport size colour photograph.
- c. Caste Certificate (If Applicable) and EWS Certificate (if applicable).
- d. Sports Participation- The certificate issued by the National/International federation level should be attested by the Federation / Association of the respective sport.

## GENERAL INSTRUCTIONS

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

- A. **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).
- B. **HOW TO APPLY:** The eligible applicant may apply through the online link <https://sportsauthorityofindia.nic.in/saijobs/>  
Applications received through any other mode would not be accepted and summarily rejected.
- a) 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
  - b) The order of documents is as follows:
    - i. Candidate details
    - ii. Document of DOB
    - iii. Mark sheet of Postgraduate Degree
    - iv. Degree Certificate of Post-graduation Course
    - v. Mark sheet of graduation degree
    - vi. Degree Certificate of Graduation Course
    - vii. Work experience
    - viii. Documents supporting sports achievements (if any)
  - c) Before registering /submitting applications, the candidates should possess a valid e-mail ID.
  - d) 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.
  - e) 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.
  - f) Shortlisted 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
  - g) 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.

- h) 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.

**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 two years which could be extended by one year at a time up to a maximum tenure of five years i.e., 2+1+1+1 years. The contract can be terminated by giving a 30 days' notice period 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.

#### Age Limit & Salary:

Designation	Age Limit*	Consolidated Monthly Salary
Junior Consultant (Infra)	45 Years	Rs.80,250/- to Rs.1,00,000/-
Young Professional (General Management)	32 years	Rs.50,000**
Young Professional (Athlete Relation Manager)	32 Years	Rs.50,000/-**

\*Age relaxation will be applicable to the candidates belongs to OBC, SC & ST as per DoPT norms as mentioned below:-

Proof of Age	OM No. 19017/7/79-Estt(A) dated 30.11.1979.
Caste certificate	SC/ST/ OBC OM No. 36012/6/88-Estt(SCT) dated 24.04.1990, OM No.36011/1/2012-Estt(Res) dated 14.03.2016, OM No. 36036/2/2013-Estt.(Res-I) dated 31.03.2016

\*Age relaxation to the persons who have rendered service in Sports Authority of India shall be considered as below: -

S.N	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 Rs 1,00,000/- for Jr. Consultant (Infra), Rs.70,000/- for Young Professional



*(General Management) and Young Professional (Athlete Relation Manager). In such cases all the candidates selected above the candidate in merit shall draw equal remuneration.*

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 01.12.2022.

**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 @7% increment will also depend on the periodic performance review.

**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 the Competent Authority. 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 unutilized leave in a calendar year will lapse and will not be carried forward to the next calendar year.

**TA/DA:** To undertake domestic tours subject to the approval of Competent Authority:-

Post	Mode of Journey	Re-imbursment of Hotel, Taxi and Food Bills
Junior Consultant (Infra)	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.
Young Professional (General Management & ARM)	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.

**RELAXATION:** Where the Competent Authority is of the opinion that, it is necessary or expedient so to do, it may by order and for reasons to be recorded in writing, relax any of the provisions of these rules

## HOW TO APPLY

The eligible applicant may apply through the online link <https://sportsauthorityofindia.nic.in/saijobs/> Application received through any other mode shall not be entertained and will be summarily rejected.

## IMPORTANT DATES

1	<b>Date of opening of link for online application link</b> <i>https://sportsauthorityofindia.nic.in/saijobs</i>	20-01-2023 5:00 P.M onwards
2	<b>Closing date for submission of online application</b>	04.02.2023 till 05:00 PM

## CONFIDENTIALITY:

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.

- 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.
- The selected employee 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:

- 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.
- 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.
- In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving one-month notice.
- 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.
- Decision of Competent Authority 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.
- Candidates must apply within the scheduled time period, no application received after the last date shall be entertained.

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- g) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
  - h) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
  - i) Any litigation matter pertaining to employment at SAI shall be restricted to the sole jurisdiction of the Courts of Chandigarh
  - j) Though the vacancies advertised for the Regional Centre falling under jurisdiction of SAI Regional Centre, Zirakpur (Chd), still SAI reserves the right to deploy the candidates to any of its schemes located anywhere in India.
  - k) Applicants applying for more than one post will have to submit separate application form for each post
  - l) The decision of the Competent Authority in any dispute shall be final and binding.