



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

No. 01-06005(04)/16/2023-HO-TOPS-HPD-Division

Dated: 12.06.2023

**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
2	Senior Lead (Policy and Learning)	1
3	Manager (Communication)	1
4	Lead (research)	15
5	Manager (Athlete Relation)	26
6	Manager (Partnership)	1
7	Sports Associate	8

## **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) in relevant subjects (Analytics/Sports Management /Sports Research ) or
- Master's Degree in any Discipline/ BE/ B. Tech with diploma/certificate course in Analytics/Sports Management /Sports Research.

##### **II. Desirable Qualification:-**

- Ph.D. in relevant field like Analytics/ Sports Research/ Sports Management from a recognized 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 8 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.

B. **Senior Lead (Policy and Learning)**

Senior Lead (Policy and Learning) will undertake following tasks: -

- I. To assist the Head (Research, Policy and Learning) to develop capacity building programs for technical staffs and internal professional teams for improved performance delivery.
- II. To conduct research of the sport ecosystem and make recommendations on policy formulation.
- III. To conduct in depth research to develop and maintain up to date repository of world class facilities, coaches and sports scientists.
- IV. Maintain professional and cordial relation with these facilities and personnel.
- V. Working with the team to identify and develop key policy areas.
- VI. Assembling, interpreting and analyzing information and to brief partners and other external organizations.
- VII. To formulate Sports specific policies
- VIII. Measure the actual demand of what it takes to win and where Indian athlete stands through the development of the Standard Operating Procedure (SOP) for each sport.
- 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)

in relevant subjects (Analytics/Sports Management /Sports Research ) or

- Master's Degree in any Discipline/ BE/ B. Tech with diploma/certificate course in Analytics/Sports Management /Sports Research.

II. **Desirable Qualification: -**

- Ph.D. in relevant field like Analytics/ Sports Research/ Sports Management from are recognized 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 3 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.

C. **Manager (Communication)**

Manager (Communication) will undertake following tasks:

- I. To Plan and manage the design, content, and production of all marketing materials.
- II. Identifying/understanding the expectations of all the stakeholders.
- III. To develop and maintain an internal network of media representatives and key public influencers.
- IV. Create communication and marketing strategies for new products, launches, events, and promotions.
- V. To draft press releases, newsletters, and other communication material as required from time to time.
- VI. To ensure regular digital updates of key activities of TOP Scheme, Assistance to NSF Scheme, Khelo India Scheme, etc.
- VII. Develop strategies to build engagement for SAI Social Media platforms
- VIII. Develop pathway ensuring publicity of various activities of TOPS and SAI.
- IX. Prepared entailed media activity reports.
- X. Any other task is given by a competent authority or reporting officer.

**Eligibility Criteria:**

I. **Essential Qualification& Experience:**

- Master's Degree in Communication or Journalism with 1 year of Experience

or

- Bachelor's degree in Mass Communication or Journalism with 3 years of Experience from a recognized University/Institution.
- II. Desirable Qualification:** Post Graduation/ Master's degree (2 years)/ Master's Degree (1 year) from any foreign University in Mass Communication (or equivalent) from a recognized University/Institution.
- III. Desirable Experience:**
- Experience in Media and Communication in Government/ Autonomous Organizations/PSU.
  - Excellent knowledge of office software like MSOffice, Excel, and Power point, etc., and Research tools.
  - Candidates who have participated at national and international levels in Olympic Sports Disciplines would be given preference.

#### **D. Lead (Research)**

Lead (Research) will undertake following tasks: -

- I.** Assist the Senior Lead (Research) to identify potential sportspersons in different sports discipline, to make an extensive study & research of the performance at International/ National/ State levels.
- II.** To give the detailed analysis of athletes like past performance, future potential, & make the comparative study/analysis with performance of sportspersons in other countries & review the performance after every International Competition.
- III.** To make the detailed analysis on the Proposal/assistance applied by the athlete.
- IV.** Provide the detailed analysis of support staff such as Coach, Physiotherapist, Nutritionist, Strength & Conditioning Expert etc.
- V.** Prepare a comprehensive data base for the athletes.
- VI.** Interact with the athletes and their support team on a regular basis.
- VII.** Assist the Senior Lead (Research) to identify the reputed Institute/Training Centre having world-class facilities and high caliber supporting personnel.
- VIII.** Undertake studies of Indian and International training facilities, where athlete could train, which would entail a detailed analysis of playing and training facilities, standard of coaches, sports science facilities, level of competition (Sparring partners for combat sports/ training partners). Gap analysis of Indian training facilities vis-à-vis international standards.
- IX.** Any other task assigned by a competent authority or reporting officer.

## **Eligibility Criteria:**

### **I. Essential Qualification & Experience: -**

- Persons having Master's Degree (2 years)/ Master's Degree (1 year) from any foreign University in relevant subjects (Analytics/Sports Management /Sports Research ) or Master's Degree in any Discipline /B.E /B. Tech with diploma/certificate course in Analytics/Sports Management /Sports Research with minimum 1 year of experience in relevant field or
- Bachelor's degree in Analytics/ Sports Management/ Sports Research with minimum 3 years of experience in relevant field.

**II. Desirable Qualification:** - 1 Year Post Graduate Diploma specialization in Sports Management/ Sport Science/ Performance Analysis/ Statistics or equivalent degree from a recognized university.

### **III. Desirable Experience:-**

- Experience in data science methods such as inferential statistics, Regression Analysis, classification, etc.
- Knowledge of software like MS Office, Excel, Power Point, research and data visualization tools like Tableau, etc.
- Understanding of results and competition formats in Olympic sports.
- Candidates who have participated in nationals and international level in Olympic Sports Disciplines would be given preference.
- Applicants with research experience, published papers and post qualification experience in the relevant field would be preferred.

### **E. Manager (Athlete Relation)**

Manager (Athlete Relations) will undertake following tasks: -

- I. Maintain regular interaction with athletes, coaches, support staff and parents.
- II. Develop a mutual relationship of trust and professionalism with the athletes and relevant stakeholders.
- III. Be aware of training conditions and other relevant on ground information related to athlete at all times.
- IV. Understand and convey athlete requirements and pain points (if any) to the research team for analysis and prompt resolution.
- V. Act as one stop service point for the athletes assigned to him/her.
- VI. Ensure the processing of athlete's proposal in SAI from start to end.
- VII. Upload and maintain athlete details on NSRS and any other digital database/portal as applicable from time to time.
- VIII. Any other task assigned by a competent authority or reporting officer.

## **Eligibility Criteria:**

**I. Essential Qualification& Experience:-**

- Persons having Master's Degree (2 years)/ Master's Degree (1 year) from any foreign University in relevant subject (Sports Management) or technical qualifications like B. Tech or MBA or equivalent qualifications in relevant field with minimum 1 year of experience in relevant field like relationship manager/ sports management/ operations/events etc or
- Bachelor's degree with Minimum 3 years of experience in relevant field like relationship manager/ sports management/ operations/events etc. This will be counted only if the same is acquired after completion of essential qualification.

**II. Desirable Qualification: Post Graduate Diploma (2 Years) specialization in Sports Management from a recognized university.**

**III. Desirable Experience:**

- Experience in any Government/ Semi Govt./Autonomous/ PSU / Private Sector are also considerable.
- Strong written and verbal communication skills.
- Understanding of results and competition formats in Olympic sports.
- Candidates who have participated in nationals and international level in Olympic Sports Disciplines would be given preference

**F. Manager (Partnership)**

Manager (Partnership) will undertake following tasks:

- I. To support training and enablement internally and with partners, along with enabling co-selling and co-marketing initiatives.
- II. To prepare partnership proposals / presentations / donor reports etc. as required from time to time.
- III. Identifying and networking through promotional opportunities.
- IV. Negotiating attractive partnership deals and ensuring mutually beneficial partnership terms that are in line with business objectives and strategy.
- V. Maintaining and deepening relationships with existing partners and sourcing new partners and executing exciting partnership solutions.
- VI. Develop and maintain an internal network of potential contributors, including corporate entities.
- VII. Coordinate with various partners and relevant stakeholders to organize and execute engagement activities.
- VIII. Any other task assigned by a competent authority or reporting officer.

**Eligibility Criteria:**

**I. Essential Qualification& Experience:**

- Bachelor's Degree with Minimum 3 year experience in relevant fields like

Sales/ Marketing/ Partnership/ Media and Communications/ Business Administration Sector or

- Master's Degree with minimum 1 year of experience in relevant fields like Sales/ Marketing/ Partnership/ Media and Communications/ Business Administration Sector.

**II. Desirable Qualification:** MBA/2 year PG diploma in Management or equivalent qualification in marketing from a recognized University/Institution.

**III. Desirable Experience:**

- Experience in Partnership/ Marketing/ Media and Communication in Government/ Autonomous Organizations/ PSU.
- Excellent knowledge of office software like MS office, Excel, Power point etc. and research tools.
- Candidates who have participated in nationals and international level in Olympic Sports Disciplines would be given preference.

### **G. Sports Associate**

Sports Associate will undertake the following tasks:

- I. Manage day to day administrative works of TOPS Division, SAIHQ
- II. Oversee the function, management, planning, execution, verification & reporting of operations of the given projects.
- III. Draft Expression of Interest (EOI) and Request for Proposals (RFPs) for procurement of goods and services according to various relevant government guidelines and manuals such as GFR, CVC guidelines, procurement manual etc.
- IV. Any other work assigned by the reporting officers.

### **Eligibility Criteria**

a) **Essential Qualification& Experience:**

- Bachelor's degree/B Tech with Minimum 3 years of experience in relevant field as mentioned in the JD or
- Master's degree/ MBA/PGDM with 1 year of experience in relevant field as mentioned in the JD .  
Experience will be counted only if the same is acquired after completion of essential qualification.

b) **Desirable Qualification:**

- MBA/ Post graduate diploma (2 years) with specialization in sports management from any recognized university.
- Excellent knowledge of office software like MS office, Excel, Power point etc. and research tools. Knowledge of database management and applications software.

c) **Desirable Experience:**

- Preference to persons with work experience in relevant field.
- Strong written and verbal communication skills.
- Experience in any Government/ Semi Govt./ Autonomous/ PSU / Private Sector in sporting domain shall be considered.



- Candidates who have participated in nationals and international level in Olympic Sports Disciplines would be given preference.
- Knowledge of IT, software applications and social media

**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:

<b>Designation</b>	<b>Evaluation Criteria (Total Marks-100)</b>
<b>Head (Research, Policy and Learning)</b>	<p>i. Weightage for marks Obtained in Essential Qualification (Maximum - 40 Marks) with further break-up as given below :</p> <ul style="list-style-type: none"> <li>a. Greater or equal to 75% - 40 Marks</li> <li>b. 60% to less than 75% - 30Marks</li> <li>c. 45% to less than 60% - 20Marks</li> <li>d. Less than 45% - 0 Marks</li> </ul> <p>ii. Weightage for work Experience (Maximum 30 marks) with further break-up as:</p> <ul style="list-style-type: none"> <li>e. 15 years and above - 30 Marks</li> <li>f. 10 years to less than 15 Years-25 Marks</li> <li>g. 8 years to less than 10 Years-20 Marks</li> <li>h. less than 8 Years- 0 Marks</li> </ul> <p>iii. Weightage for work Experience in Government Sector (Maximum 20 marks) with further break-up as:</p> <ul style="list-style-type: none"> <li>a. Greater than 10 Years- 20 Marks</li> <li>b. 5years to less than 10 Years- 15 Marks</li> <li>c. 1 year to less than 4 years – 10 Marks</li> <li>d. Below 1 year – 0 Marks</li> </ul> <p>iv. Sports Participation at national and International Level in Olympic Discipline:- Maximum 05 Marks</p> <p>v. Publication/Sport Science Experience: - Maximum 05 Marks.</p> <p><b>Note: If a candidate is working in Government Sector, he/she will be eligible for Weightage in ii &amp; iii depending on number of Years of Experience.</b></p>
<b>Senior Lead (Policy and Learning)</b>	<p>i. Weightage for marks Obtained in Essential Qualification (Maximum - 40 Marks) with further break-up as given below :</p> <ul style="list-style-type: none"> <li>a. Greater or equal to 75% - 40 Marks</li> <li>b. 60% to less than 75% - 30Marks</li> <li>c. 45% to less than 60% - 20Marks</li> <li>d. Less than 45% - 0 Marks</li> </ul>

- ii. Weightage for work Experience (maximum 30 marks) with further break-up as:
  - a) 8 years and above - 30 marks
  - b) 5 years to less than 8 Years- 20 marks
  - c) 3 years to less than 5 years- 10 marks
  - d) Less than 3 years- 0 marks
- iii. Weightage for work Experience in Government Sector (Maximum 20 marks) with further break-up as:
  - a) Greater than 8 Years- 20 Marks
  - b) 4years to less than 8 Years- 15 Marks
  - c) 1 year to less than 4 years – 10 Marks
  - d) Below 1 year – 0 Marks
- iv. Sports Participation at national and International Level in Olympic Discipline- Maximum 05 Marks
- v. Publication/Sports 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.**

**Manager (Communication) & Manager (Partnership)**

- i. Weightage for marks obtained in essential qualification (maximum-30 marks) with further break-up as given below:
  - a. Greater or equal to 60% - 30 marks
  - b. 50% - 60 % - 20 marks
  - c. 45% - 50 % - 10 marks
  - d. Less than 45%- 0 marks

- i. Weightage for work experience (35 marks) with the further break up as:

With Bachelor as EQ	With Masters as EQ	Marks
Greater than 5 years	Greater than 3 years	-35 marks
04 – 05 years	02 – 03 years	-25 marks
03 – 04 years	01 – 02 years	-15 marks

- ii. Weightage for work Experience in the Sports Sector (25marks) with further break-up as:

With Bachelor as EQ	With Masters as EQ	Marks
Greater than 03 years	Greater than 2 years	-25 marks
02 – 03 years	01 – 02 years	-15 marks
01 – 02 years	6 months to 1 year	-05 marks

	<p>iv. Weightage for work Experience in Government Sector / Semi Govt. / Autonomous/ PSU in a relevant field as mentioned in JD (10 marks) with further break-up as:</p> <p>a. Greater than 2 Years- 10 Marks</p> <p>b. 01 – 02 years - 05 marks</p> <p><b>Note: If a candidate is working in Sports Sector and/ or Govt Sector, he/she will be eligible for Weightage in ii, iii &amp; iv depending on the number of Years of Experience.</b></p>															
<p><b>Lead (Research)</b></p>	<p>i. Weightage for marks Obtained in Essential Qualification (Total 30 marks) with distribution as follows:</p> <p>a. Greater or equal to 65% - 30 Marks</p> <p>b. 55% to less than 65% - 20Marks</p> <p>c. 45% to less than 55% - 10Marks</p> <p>d. Less than 55% - 0 Marks</p> <p>ii. Weightage for work experience (45 marks) with the further break up as:</p> <table border="1" data-bbox="435 787 1291 1029"> <thead> <tr> <th>With Bachelor as EQ</th> <th>With Masters as EQ</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Greater than 7</td> <td>Greater than 5</td> <td>-45 marks</td> </tr> <tr> <td>05- 07 years</td> <td>03- 05 years</td> <td>-35 marks</td> </tr> <tr> <td>04- 05 years</td> <td>02 – 03 years</td> <td>-25 marks</td> </tr> <tr> <td>03 – 04 years</td> <td>01 – 02 years</td> <td>-15 marks</td> </tr> </tbody> </table> <p>iii. Weightage for work Experience in Government Sector / Semi Govt. / Autonomous/ PSU in a relevant field as mentioned in JD (15marks) with further break-up as:</p> <p>a. Greater than 2 Years- 15 Marks</p> <p>b. 01 – 02 years - 10 marks</p> <p>Iv Sports Participation at national and International Level in Olympic Discipline- Maximum 05 Marks</p> <p>v. Publication/Sports Science Experience: - Maximum 05 Marks.</p> <p><b>Note: If a candidate is working in Govt. Sector, he/she will be eligible For Weightage in ii&amp;iii depending on number of Years of Experience.</b></p>	With Bachelor as EQ	With Masters as EQ	Marks	Greater than 7	Greater than 5	-45 marks	05- 07 years	03- 05 years	-35 marks	04- 05 years	02 – 03 years	-25 marks	03 – 04 years	01 – 02 years	-15 marks
With Bachelor as EQ	With Masters as EQ	Marks														
Greater than 7	Greater than 5	-45 marks														
05- 07 years	03- 05 years	-35 marks														
04- 05 years	02 – 03 years	-25 marks														
03 – 04 years	01 – 02 years	-15 marks														
<p><b>Manager (Athlete Relations) and Sports Associate</b></p>	<p>i. Weightage for marks obtained in essential qualification (maximum-30 marks) with further break-up as given below:</p> <p>e. Greater or equal to 60% - 30 marks</p> <p>f. 50% - 60 % - 20 marks</p> <p>g. 45% - 50 % - 10 marks</p> <p>h. Less than 45%- 0 marks</p> <p>ii. Weightage for work experience (45 marks) with the further break up as:</p> <table border="1" data-bbox="435 1707 1291 1904"> <thead> <tr> <th>With Bachelor as EQ</th> <th>With Masters as EQ</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Greater than 7</td> <td>Greater than 5</td> <td>-45 marks</td> </tr> <tr> <td>05- 07 years</td> <td>03- 05 years</td> <td>-35 marks</td> </tr> <tr> <td>04- 05 years</td> <td>02 – 03 years</td> <td>-25 marks</td> </tr> </tbody> </table>	With Bachelor as EQ	With Masters as EQ	Marks	Greater than 7	Greater than 5	-45 marks	05- 07 years	03- 05 years	-35 marks	04- 05 years	02 – 03 years	-25 marks			
With Bachelor as EQ	With Masters as EQ	Marks														
Greater than 7	Greater than 5	-45 marks														
05- 07 years	03- 05 years	-35 marks														
04- 05 years	02 – 03 years	-25 marks														

	03 – 04 years	01 – 02 years	-15 marks
	<p>iii Weightage for work Experience in Government Sector / Semi Govt. / Autonomous/ PSU in a relevant field as mentioned in JD (15marks) with further break-up as:</p> <ul style="list-style-type: none"> <li>c. Greater than 2 Years- 15 Marks</li> <li>d. 01 – 02 years - 10 marks</li> </ul> <p>iv. Sports Participation at national and International Level in Olympic Discipline- Maximum 05 Marks</p> <p>v. Publication/Sports Science Experience: - Maximum 05 Marks.</p> <p><b>Note: If a candidate is working in Govt.Sector he/she will be eligible for Weightage in ii, iii &amp; iv depending on the number of Years of Experience.</b></p>		

**INTERVIEW PROCESS;**

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

<b>CATEGORIES FOR EVALUATION</b>	<b>MAXIMUM MARKS(100marks)</b>
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:-
  - a. **Head (Research, Policy & Learning)- 50years as on the date of advertisement**

- b. Senior Lead (Policy & Learning)- 45years as on the date of advertisement
- c. Manager (Communication)- 32 Years as on the date of advertisement
- d. Lead (Research)-32 Years as on the date of advertisement
- e. Manager (Athlete Relation)- 32 Years as on the date of advertisement
- f. Manager (Partnership)- 32 Years as on the date of advertisement
- g. 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
2	Senior Lead (Policy & Learning)	Rs. 80,000- Rs. 1,45,000	1
3	Manager (Communication)	Rs. 50,000- Rs. 70,000	1
4	Lead (Research)	Rs. 60,000-80,000	15
5	Manager (Athlete Relation)	Rs. 50,000-70,000	26
6	Manager (Partnership)	Rs. 50,000-70,000	1
7	Sports Associate	Rs. 45,000-60,000	8

- 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 the initial period of two years. 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-imburement of Hotel, Taxi and Food Bills
Lead Research, Manager (Athlete Relations), Manager (Communications), Manager (Partnership), Sports Associate),	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.
Head (Research, Policy and Learning) & Senior Lead (Policy & 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 2023.

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

- (i) Date of opening of online registration- 5pm, 15<sup>th</sup> June 2023
  - (ii) Closing date for submission of online application- 5pm, 5<sup>th</sup> July 2023
  - (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/ websitejam.
- 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 ofSAI.
- 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 forinterview.
- 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) OTHERCONDITIONS:**

- 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 fifteen 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 30 days, notice to Candidates.