



भारतीय खेल प्राधिकरण

SPORTS AUTHORITY OF INDIA

नेताजी सुभाष पश्चिमी केन्द्र, सेक्टर - 15, गांधीनगर

NETAJI SUBHASH WESTERN CENTRE, Sector - 15, GANDHINAGAR [Gujarat]

**SPORTS AUTHORITY OF INDIA, N. S. WESTERN CENTRE, GANDHINAGAR
INVITES APPLICATION FOR CATERING MANAGER ON CONTRACT BASIS.**

Sports Authority of India an autonomous organization under the Administrative control of Ministry of Youth Affairs & Sports with its Head Office at Jawaharlal Nehru Sports Complex, Lodhi Road, East Gate, New Delhi - 110 003, invite applications from the eligible candidates for engagement as Catering Manager on contract basis at SAI NSWC, Sector - 15, Gandhinagar, Gujarat - 382 016.

2. The details of the post and eligibility criteria are as under: -

Sr. No.	Particular	Number of Person required	Monthly remuneration (Rs.)	Age Limit	Qualification and experience required
01	Catering Manager	01	Rs.30,000/- to Rs.50,000/- Per Month	Not More than 50 years.	Degree in any discipline from a Recognized University + One Year Diploma in Hotel Management or Catering Management from Recognized Institute. OR Graduation in Hotel Management/Catering Management from a Recognized Institution / University. Experience - Three Years experience in the relevant field after obtaining the essential qualification.

2.1 ABOUT SAI

SAI is an autonomous organization under the Ministry of Youth Affairs & Sports registered under the Societies Registration Act, 1860, with the mandate of development and promotion of Sports in the country. SAI's main objective is to achieve excellence in sports and train and prepare sportspersons to participate in National and International Competitions. It has international standard sports infrastructure spread across the country along with trained coaches to achieve its objective.

3. **Terms & Conditions of contractual engagement.**

- a) **Tenure:** - Initially contractual engagement will be for a period of one year which could be further extended for a maximum period of two years on satisfactory performance.
- b) **Age Limit:** - The maximum age shall not be more than 50 years on the last date of receipt of applications. Candidates should note that only the Date of Birth as recorded in the Matriculation / Secondary Examination Certificate or an equivalent as on the date of submission of applications will be accepted and no subsequent request for its change will be considered or granted.
- c) **Remuneration:** - monthly remuneration will be decided on the basis of performance of the candidates in the interview and on the recommendation of the Selection Board.
- d) **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 certificate / Service Tax, as applicable.
- e) **Other Allowance:** - 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 to them.
- f) **Extension:** - Performance of the person would be continuously reviewed and their extension will be considered on the basis of periodic review / requirement.
- g) **Leave:** - They will be entitled for 30 days leave in a calendar year on pro-rata basis. Therefore, the contract employee 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.

✓ **The Catering Manager shall be responsible for the following :**

1. He/she will be responsible to manage a team of catering staff and running day to day Catering Operation for Breakfast, Lunch & Dinner etc. for resident sports persons/Athlete.
2. The Catering Manager will also be responsible for quality of food, service, hygiene status of Mess & Dining Hall etc.
3. Keeping to budgets and maintaining financial and administrative records.
4. Ensure compliance with health and safety regulations.
5. Planning menus in consultation with Chefs & Nutritionist.
6. Monitoring the quality of the product and service provided in consultation with Chefs & Nutritionist.
7. Organize, lead and motivate the catering team.

✓ **Other Terms & Conditions :**

1. In case the performance of candidate is not found satisfactory, his/her services will be discontinued after giving **30(Thirty) days** notice.
2. 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.

Signature

3. 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.
 4. SAI reserves the right to cancel the advertisement and /or the selection process at any stage without assigning any reason.
 5. The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
 6. Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of Ahmadabad Courts.
 7. SAI reserves the right to terminate the contract, by giving **30(Thirty) days** notice to Candidates.
 8. The SAI shall be the final authority in case of any dispute.
4. **How to apply: -**

The candidates who fulfill the eligibility criteria will have to appear for **Walk – in-interview** at SAI NSWC Sector-15, Sports Complex, Gandhinagar **on 2nd April, 2020 at 11.30 AM**. Eligible and interested candidates to be present in this office **on 2nd April, 2020 at 10.00 AM** for walk-in-Interview along with the prescribed application form and original documents, self attested photocopies and 02 passport size photograph. No travelling allowance will be paid for attending the interview.

Candidates applying for the post may submit application in the prescribed format along with copy of proof of age, qualification, experience, caste, mark-sheet of Board / University etc, must be enclosed along with the application form. The candidates can also download the application format from the websites of SAI i.e. www.sportsauthorityofindia.nic.in and send application on following email **Id. dd.sai.nswc@gmail.com**.

5. GENERAL INSTRUCTIONS

- a) Candidates should ascertain, before applying, that they fulfill 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.
- b) Application Form not in the prescribed format or incomplete / unsigned or received without copy of Age Certificate, qualification, experience, copy of mark-sheet of Board / University etc shall not be considered and are liable to be rejected.
- c) Decision of the 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.
- d) **CANVASSING IN ANY-FORM WILL BE A DISQUALIFICATION.**


ASSISTANT DIRECTOR [PERS.]



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NETAJI SUBHASH WESTERN CENTRE, Sector - 15, GANDHINAGAR

Application Format

Post applied for: _____

Affix your
recent
passport size
photo

1. Name (in BLOCK letters) : _____
2. Father's / Husband Name : _____
3. Date of Birth : _____
4. Whether (Gen/OBC/SC/ST) : _____
5. Nationality : _____
6. Postal Address : _____

7. Contact Number : _____
8. Email address : _____

9. Educational Qualification:

Sl.	Certificate / Degree	Subject	Institute / University	Year of Passing	Marks obtained

10. Work Experience:-

Sl.	Organization / Institute	Period From – To	Nature of Work	Remarks

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]