

Fl.No.1-02/2015-SP.V
Government of India
Ministry of Youth Affairs & Sports
Department of Sports
(Sports-V Section)

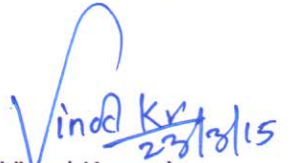
Shastri Bhavan, New Delhi.110 115
Dated the 23rd March, 2015

CIRCULAR

Sub: **Filling up the post of Secretary, Sports Authority of India (SAI) in the pay scale of Rs. 37,400-67000+Grade Pay Rs. 10,000/- on deputation basis -reg.**

The undersigned is directed to refer to this Ministry's circular of even number dated 29th January, 2015 (copy enclosed) on the subject above and to say that the last date for submission of application through proper channel has been extended from **27.02.2015 to 06.04.2015.**

2. The Department of Personnel and Training (Estt. Division) is requested to place this circular in their website [in scroll window] for wide publicity.

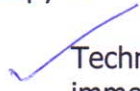

(Vinod Kumar)

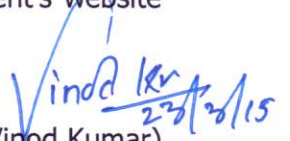
Under Secretary to the Government of India
Tel: 2338 1002

To

1. The Department of Personnel & Training
[NIC Cell],
North Block, New Delhi-110 001.
2. All the Ministries/Department of Government of India (as per list enclosed)

Copy to:

 Technical Director, NIC for uploading the circular on this Department's website immediately.


(Vinod Kumar)

Under Secretary to the Government of India
Tel: 2338 1002

Fl.No.1-02/2015-SP.V
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Shastri Bhavan, New Delhi.110 115
Dated the 29th January, 2015

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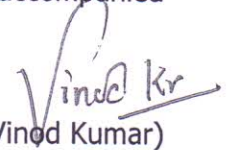
Sub: Filling up the post of Secretary, Sports Authority of India (SAI) in the pay scale of Rs. 37,400-67000+Grade Pay Rs. 10,000/- on deputation basis -reg.

It is proposed to fill up the post of Secretary, Sports Authority of India (SAI), New Delhi in the pay scale of Rs.37,400 – 67,000 + Grade pay Rs. 10,000/- on deputation basis. The eligibility criterion is given in **Annexure-I**. Job description of the post is at **Annexure-II**

Applications of only such Officers will be considered which are forwarded through proper channel and are accompanied with (i) bio-data in the proforma at Annexure-III; (ii) clear photocopies of the up-to-date CR dossiers of the officer containing CRs of at last five years, duly attested by a Group 'A' Officer (if original ACRs could not be sent); (iii) cadre clearance; (iv) clearance from vigilance and disciplinary angle, and (v) statement giving details of major or minor penalties, if any imposed on the officer during the last ten years.

All the Ministries/Departments are requested to forward the applications of willing and eligible Officers in the prescribed proforma to the Director (Sports), Room No.517 'C' Wing), Department of Sports, Ministry of Youth Affairs & Sports, Shastri Bhavan, New Delhi-110 001, so as to reach this office latest by **27th February 2015**. Interested persons may submit advance copy of the application, if they so desire.

The applications of only those Officers may be forwarded who, in the event of their selection, would be available immediately to join the duties of the post, and whom the concerned authorities would be in a position to relieve immediately. Applications received after the prescribed date or not accompanied by the required certificates/documents will not be entertained.


(Vinod Kumar)

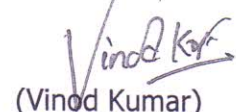
Under Secretary to the Government of India
Tel: 2338 2292

To

All the Ministries/Department of Government of India

Copy to:

Technical Director, NIC for uploading the circular on this Department's website immediately.


(Vinod Kumar)

Under Secretary to the Government of India
Tel: 2338 2292

Annexure-I

Eligibility criterion for the post of Secretary, Sports Authority of India (SAI)

1.	Name of the Post	Secretary
2.	Scale of Pay	Rs. 37,400-67,000 + Grade Pay Rs.10,000/-
3.	Eligibility	i) Officer of the Central Government (Including officers of All India Service and Central Civil Services Group 'A') ii) Holder of a post on a regular basis in the pay scale of Rs.37,400-67,000 + GP Rs.8700/- or above upto maximum Rs.10,000/- or equivalent in the parent cadre/department; minimum 15 years' experience in dealing with service, administration, vigilance, establishment and financial matters; and experience in handling autonomous organization and PPP projects and possession of qualification in business administration. iii) Domain expertise experience in the field of sports-desirable.
4.	Period of deputation	3 years
5.	Age limit	The maximum age limit for appointment by deputation shall not be exceeding 54 years on the closing date of the receipt of applications.

Annexure-II

Job Description

1. Under the general supervision, guidance and control of the Director General, the Secretary shall exercise all administrative and financial powers as have been conferred on him under the Rules of the Society and such of the powers as may be delegated to him from time to time.
2. The Secretary shall be responsible for issuing notices of the meetings of the Society and its Governing Body and keeping or causing to be kept minutes of the proceedings of the Society and the Governing Body.
3. The secretary shall keep or cause to be kept all records of the society at its office or any other place if so determined by the Governing Body.
4. The Secretary shall be required to handle Public Private Partnership projects.

PROFOMA

1. Name and address (in block letters) :
And the service to which belong
2. Date of Birth :
3. Date of retirement under Central Government Rules.
4. Educational Qualifications :
 - i) Bachelor degree
 - ii) Post Graduate degree
5. Experience possessed in :

Field of experience	Nature of duties	Period of experience	Organization where the experience gained
(a) Administrative			
(b) Vigilance			
(c) Establishment			
(d) Finance matter			
(e) Sports			
(f) PPP Projects			
(g) Handling of Autonomous Organisation			

6. Please indicate the following particulars of the present post held

- (a) Present post held with date
- (b) Whether regulat /ad-hoc
- (c) Scale of pay
- (d) Present Basic pay

7. Position held

S.No.	Name of office/organization where employed	Post held	From	To	Pay Scale
1	2	3	4	5	6

8. Additional information, if any, which you would like to mention in support of your application for the post.

(Signature of the candidate)

Tel.NO. with STD code

Address

Date

To be filled by the forwarding authority

1. Certified that the particulars furnished by the applicant have been checked from available records and found correct.
2. Certified that no disciplinary proceedings are either pending or contemplated against the officer.
3. Integrity certificate is attached
4. CRdossier attached or photocopy of up-to-date CR dossiers of the officer for the last five years, duly attested, attached.
5. In the event of selection, he will be relieved of his duties immediately.

Signature

Name & Designation of the forwarding Officer with seal

Telephone No.....