



भारतीय खेल प्राधिकरण (युवा कार्यक्रम एवं खेल मंत्रालय, भारत सरकार)  
उद्धव दास मेहता (आई जी) मध्य क्षेत्रीय केन्द्र - भोपाल  
खेल परिसर, ग्राम गौरा, बिसनखेडी, पोस्ट- सूरज नगर, भोपाल पिन- 462 044 (म. प्र.)  
टेलीफोन : 0755- 2970816, 2696930 ई-मेल: rdsaibho-mp@gov.in

F.no-E-30511-19-01036/1/2022-RC Bhopal-General Administration

Date: 25/03/2023

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 Centers of Excellence (CRCs).

SAI CRC Bhopal invites applications from eligible, qualified, and motivated Indian Citizens for providing consultancy as Junior Consultant (Accounts/Finance) on contract basis initially for a period of 02 Years and extendable on yearly basis up to a maximum period of 5 years i.e. 2+1+1+1 years for SAI CRC Bhopal region.

S.NO.	Post	(No. of Vacancies)	Place of engagement	Category
1.	Junior Consultant (Accounts/ Finance)	01	CRC Bhopal	UR

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

- **Date of opening of online application – 27/03/2023 05:00 PM**
- **Closing date for submission of online application– 10/04/2023 05:00 PM**

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

**Sports Authority of India  
Central Regional Centre, Bhopal (M.P.)**

**TABLE – I**

<b>Position</b>	<b>Job Description</b>
Junior Consultant (Accounts/Finance )	<ul style="list-style-type: none"><li>• Scrutiny of Estimates</li><li>• Scrutiny of Tender Documents</li><li>• Scrutiny of evaluation of offers, Ranking of financial bids etc. in term of GFR and manuals notified Ministry of Finance from time to time in respect of Procurement of Goods, Works and services (Consultancy and Non – Consultancy).</li><li>• Financial advice on proposal on various matters examination, advice on service matter such as pay fixation, pension fixation, TA / DA , LTC etc.</li></ul>

**TABLE -II**

**ELIGIBILITY CRITERIA:**

<b>Position</b>	<b>Essential Qualification</b>	<b>Desired Qualification</b>	<b>Essential Experience</b>	<b>Desired Experience</b>
Junior Consultant (Accounts/ Finance)	Masters' Degree in Finance /Accounts / Commerce OR Two years PG Diploma in Financial Management OR Accounting/CA/ICMA from a recognized Institution/ University	Working knowledge of Computer.	Minimum 05 years' experience (In relevant field as mentioned in JD) after attaining Essential Qualification	Experience in any Government/ Semi Govt./ Autonomous/ PSU in relevant field.

**Note: Experience will be counted only if the same is acquired after the completion of Essential Qualification. The period of Ph. D/ research/ fellowship will not be counted as an experience.**

**CRITERIA FOR SHORT LISTING OF CANDIDATES FOR THE INTERVIEW: -**

Candidates 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)																								
Junior Consultant(Accounts/Finance)	<p>i. Weightage for marks in Essential Qualification (30 Marks) with further break-up as given below:</p> <table style="margin-left: 20px;"> <tr> <td>i. Greater or equal to 60%</td> <td style="text-align: right;">- 30 marks</td> </tr> <tr> <td>ii. 50% - 60%</td> <td style="text-align: right;">- 20 marks</td> </tr> <tr> <td>iii. 45% - 50%</td> <td style="text-align: right;">- 10 marks</td> </tr> <tr> <td>iv. Less than 45%.</td> <td style="text-align: right;">- 0 marks</td> </tr> </table> <p>ii. Weightage work experience (35 Marks) with further break-up as:</p> <table border="1" style="margin-left: 20px;"> <tr> <td>Greater than 07 years</td> <td style="text-align: right;">35 marks</td> </tr> <tr> <td>06-07 years</td> <td style="text-align: right;">25 marks</td> </tr> <tr> <td>05-06 years</td> <td style="text-align: right;">15 marks</td> </tr> </table> <p>iii. Weightage for work Experience in Sports Sector (25 marks) with furtherbreak-up as:</p> <table border="1" style="margin-left: 20px;"> <tr> <td>Greater than 05 years</td> <td style="text-align: right;">25 marks</td> </tr> <tr> <td>04-05 years</td> <td style="text-align: right;">15 marks</td> </tr> <tr> <td>03-04 Years</td> <td style="text-align: right;">05 marks</td> </tr> </table> <p>iv. Weightage work experience in any government/ Semi Govt. / Autonomous / PSU in a relevant field as mentioned in JD (10 Marks) with further break-up as:</p> <table style="margin-left: 20px;"> <tr> <td>i. Greater than 02 years</td> <td style="text-align: right;">- 10 marks</td> </tr> <tr> <td>ii. 01-02 years</td> <td style="text-align: right;">- 05 marks</td> </tr> </table> <p><b><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></b></p>	i. Greater or equal to 60%	- 30 marks	ii. 50% - 60%	- 20 marks	iii. 45% - 50%	- 10 marks	iv. Less than 45%.	- 0 marks	Greater than 07 years	35 marks	06-07 years	25 marks	05-06 years	15 marks	Greater than 05 years	25 marks	04-05 years	15 marks	03-04 Years	05 marks	i. Greater than 02 years	- 10 marks	ii. 01-02 years	- 05 marks
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NOTE: -

- ❖ THE ABOVE-MENTIONED SHORTLISTING CRITERIA (TABLE III) WILL BE USED FOR CALLING THE CANDIDATES TO APPEAR IN THE INTERVIEW
- ❖ THE FINAL MERIT WILL BE BASED ON THE SCORE OBTAINED IN THEINTERVIEW ONLY.

**DEGREE AND MARKSHEET:** The certificate uploaded must be one issued by the Competent Authority (i.e. University or other examining body) awarding the particular qualification.

**i. 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.

**ii. OTHER DOCUMENTS:**

- a. Proof of Date of birth: Aadhaar Card/10th class mark sheet/12th class mark sheet.
- b. One recent passport size color photograph.

**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 fulfill eligibility criteria of essential educational qualification and essential work experience(as mentioned in Table-II).

- i. 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.
- ii. The order of documents is as follows:
  - a) Candidate details.
  - b) Document for DOB.
  - c) Online application printout.
  - d) Mark sheet of post graduate degree.
  - e) Degree certificate of post-graduation course
  - f) Mark sheet of graduation degree.
  - g) Degree certificate of graduation course.
  - h) Work experience if any.
  - i) Last Pay Certificate for the month of March 2023
  - j) Documents supporting sports achievement if any.
- iii. The responsibility of ensuring genuineness of the certificate lies completely on the candidate by self-attestation. SAI reserves the right to discard experience certificates who do not provide correct details as mentioned above. Website links could be provided to ascertain genuineness.
- iv. 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.
- v. 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.

**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 cases 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 (Accounts/Finance)	45 Years	**Rs. 80,250/- Rs. 1,000,00/-

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

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

**\*\* The initial remuneration for the present recruitment shall be fixed as Rs. 80,250/- 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. 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 will be accepted. The maximum age limit will be calculated as on 31/03/2023.

**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 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, i.e., Rs. 1,00,000/-for JC, the same shall be frozen for an initial period of 02 years.**

**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 unveiled 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-imbusement of Hotel, Taxi and Food Bills
Junior Consultant (Accounts/Finance)	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:** DG, SAI where DG, SAI 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 Candidate has to apply only online through the link <https://sportsauthorityofindia.nic.in/saijobs>. Application received through any other mode would not be accepted and summarily rejected.

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

- **Date of opening of online application – 27/03/2023 05:00 PM**
- **Closing date for submission of online application– 10/04/2023 05:00 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 person, 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 place of posting is at SAI CRC Bhopal.
- b) 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.
- c) 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.
- d) In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving one-month notice.
- e) 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.
- f) 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.
- g) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- h) The DG SAI shall be the final authority in case of any dispute.
- i) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- j) Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Bhopal Court only
- k) 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.