



Regional Centre, New Field Sports  
Complex, Md. Shah road, Paltan Bazar  
Guwahati-781008 (Assam)

Adv.No. SAI/Guwahati/Recruit./YP-ARM/2023-24/01

Dated:17.07.2023

**SPORTS AUTHORITY OF INDIA, REGIONAL CENTER, GUWAHATI INVITES  
ONLINE APPLICATION FOR THE POST OF YOUNG PROFESSIONAL  
(ATHLETE RELATION MANAGER) 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 Centers of Excellence (NCOEs).

SAI Guwahati, Assam invites applications from eligible, qualified and motivated Indian Citizens for providing consultancy as **Young Professional (Athlete Relation Manager)** on contract basis initially for a period of 02 Years and extendable on yearly basis up to maximum period of 5 years (2+1 +1+1+1).

Sl. No.	Name of Post	Number of Vacancy	Reservation Category	Place of Posting
1.	Young Professional (Athlete Relation Manager)	02	Athlete Relation Manager – 02 Nos. (01- UR and 01-OBC)	SAI RC Guwahati

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

- **Date of opening of online registration** –20.07.2023 at 05:00 PM
- **Closing date for submission of online application** –02.08.2023 at 05:00 PM

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

Executive Director  
Sports Authority of India  
Regional Centre,  
Guwahati, Assam

**Job Description:(Table-I)**

<b>Position</b>	<b>Job Description</b>
<b>Young Professional (Athlete Relation Manager)</b>	To provide Consultancy to: <ul 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.</li><li>• Communicate with and provide support to athlete in person when needed.</li></ul>

**Eligibility Criteria:(Table -II)**

<b>Position</b>	<b>Essential Qualification</b>	<b>Essential Experience</b>	<b>Desired Experience</b>
<b>Young Professional (Athlete Relation Manager)</b>	Graduate in any discipline with certificate / Diploma course in Sports Management (Certificate / Diploma duration must be more than 06 months) from a recognised university /Institute.  OR	3 years (In relevant field as mentioned in Job Description)	Candidates who have participated in nationals and international level in any Sports Disciplines.
	MBA or PGDM (02Years) from a recognized university/Institution	1 year (In relevant field as mentioned in Job Description)	

**Note:**

1. Experience will be counted only if the same is acquired after the complete of Essential Qualification. The period of Ph.D/Research/Fellowship/Internship/Trainee will not be counted as an experience.
2. All applicants are also requested to ensure that they are having the essential qualification and experience with reference to Job Description and all relevant eligibility criteria duly fulfilling for the above said the post.

## CRITERIA FOR SHORTLISTING OF CANDIDATES FOR THE 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: **(Table-III)**

Designation	Evaluation Criteria (Total Marks – 100)																																				
<b>Young Professional (Athlete Relation Manager)</b>	<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% - 30 marks</td> <td></td> </tr> <tr> <td>ii. 50% - 60%</td> <td>- 20 marks</td> </tr> <tr> <td>iii. 45% - 50%</td> <td>- 10 marks</td> </tr> <tr> <td>ii. Less than 45%.</td> <td>- 0 marks</td> </tr> </table> <p>ii. Weightage work experience (35 Marks) with further with break-up as:</p> <table style="margin-left: 20px; width: 100%;"> <thead> <tr> <th style="text-align: left;">With Bachelors as EQ</th> <th style="text-align: left;">With Masters as EQ</th> <th style="text-align: left;">Marks</th> </tr> </thead> <tbody> <tr> <td>i. Greater than 05 years</td> <td>Greater than 03 years</td> <td style="text-align: right;">35</td> </tr> <tr> <td>ii. 04-05 years</td> <td>02-03 years</td> <td style="text-align: right;">25</td> </tr> <tr> <td>iii. 03-04 years</td> <td>01-02 years</td> <td style="text-align: right;">15</td> </tr> </tbody> </table> <p>iii. Weightage for work Experience in Sports Sector (25marks) with further break-up as:</p> <table style="margin-left: 20px; width: 100%;"> <thead> <tr> <th style="text-align: left;">With Bachelors as EQ</th> <th style="text-align: left;">With Masters as EQ</th> <th style="text-align: left;">Marks</th> </tr> </thead> <tbody> <tr> <td>i. Greater than 03 years</td> <td>Greater than 02 years</td> <td style="text-align: right;">25</td> </tr> <tr> <td>ii. 02-03 years</td> <td>01-02 years</td> <td style="text-align: right;">15</td> </tr> <tr> <td>iii. 01-02 years</td> <td>06 months to 01 year</td> <td style="text-align: right;">05</td> </tr> </tbody> </table> <p>iv. Weightage of Sports Participation (10 marks) with further breakup as:-</p> <table style="margin-left: 20px;"> <tr> <td>i. Participation in International Level</td> <td style="text-align: right;">- 10 Marks</td> </tr> <tr> <td>ii. Participation in National Level</td> <td style="text-align: right;">- 05 Marks.</td> </tr> </table> <p><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 and iii depending on the number of Years of Experience</i></p>	i. Greater or equal to 60% - 30 marks		ii. 50% - 60%	- 20 marks	iii. 45% - 50%	- 10 marks	ii. Less than 45%.	- 0 marks	With Bachelors as EQ	With Masters as EQ	Marks	i. Greater than 05 years	Greater than 03 years	35	ii. 04-05 years	02-03 years	25	iii. 03-04 years	01-02 years	15	With Bachelors as EQ	With Masters as EQ	Marks	i. Greater than 03 years	Greater than 02 years	25	ii. 02-03 years	01-02 years	15	iii. 01-02 years	06 months to 01 year	05	i. Participation in International Level	- 10 Marks	ii. Participation in National Level	- 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 THE INTERVIEW 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: Aadhar Card/10th class mark sheet/12th class mark sheet.
- b. One recent passport size color photograph.

**iii. SPORTS PARTICIPATION:**

The document proving participation in Sports at National and International level should be attested by the Federation/Association of the respective Sports.

**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).

1. 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.
2. The order of documents is as follows:
  - a) Candidate details.
  - b) Document for DOB.
  - c) Cast Certificate for OBC (If applicable)
  - d) Mark sheet of postgraduate 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) Documents supporting sports achievement if any.
3. The list of eligible and suitable applicants for interview shall be uploaded on SAI website. Candidates should check SAI website regularly for updates regarding interview dates and other relevant details. Any variations in the details provide and documents submitted will lead to rejection of the candidate.
4. 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.
5. Candidates will be called for the interview on the criteria as mentioned above. Hence, fulfillment of eligibility criteria does not entail that candidate will be considered for the interview.
6. 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 fulfill 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
Young Professional (Athlete Relation Manager)	32 Years	Rs.50,000/- to 70,000/-**

**\*1.Age relaxation will be applicable to the candidates belonging to OBC as per DoPT norms as mentioned below:-**

- a) Proof of Age - OM No. 19017/7/79-Estt(A) dated 30.11.1979.
- b) 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

**\*2. Age Relaxation to the persons serving in Sports Authority of India shall be considered as below:-**

S. No.	Period of Experiences in SAI	Relaxation in Age
1	2 years-3 years	1 year
2	3 years- 5years	2 years
3	5years-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. 70,000 for YP (ARM). 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 last date of application of this notification.**

**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 Enhancement @7% 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 Executive Director, SAI RC Guwahati. 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: -

<b>Post</b>	<b>Mode of Journey</b>	<b>Re-imbusement of Hotel, Taxi and Food Bills</b>
Young Professional (Athlete Relation Manager)	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>. Applications 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:

- i. Date of opening of online registration – **20.07.2023** at 05:00PM
- ii. Closing date for submission of online application – **02.08.2023** at 05:00PM

**NOTE:** - **Non self-attested documents will be rejected.**

**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 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.

b) 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.

c) In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving one-month notice.

d) 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.

e) 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.

- f) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- g) The Executive Director shall be the final authority in case of any dispute.
- h) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- i) The vacancy is primarily for location for SAI Regional Centre, Guwahati. However, SAI reserves the right to post the candidate from the selected list to any of its scheme located anywhere in India.
- j) Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Guwahati courts.
- 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.

**\*\*\*\*\*CANVASSING IN ANY FORM WILL LEAD TO DISQUALIFICATION\*\*\*\*\***