



Sports Authority of India

Netaji Subhas Eastern Centre

Salt Lake City, Sector – III

Kolkata – 700 106

Email: rckolkata-sai@nic.in

SPORTS AUTHORITY OF INDIA INVITES ONLINE APPLICATION FOR NURSING ASSISTANT ON CONTRACT BASIS

Sports Authority of India (SAI) is an autonomous organisation under the administrative control of the Ministry of Youth Affairs and Sports with its Head Office at J. N. Sports Complex, Lodhi Road, New Delhi – 110 003.

SAI has established 23 National Centre of Excellence across the country for training of young and elite athletes in various disciplines. These NCOEs are funded for several items *inter-alia* Sports Science staff through Khelo India Scheme of Ministry of Youth Affairs & Sports. To strengthen the NCOEs, SAI invites applications from eligible candidates for engagement in the discipline of Nursing Assistant on contract basis at SAI NS EC Kolkata.

Vacancies

The total numbers of vacancies are 3 (Three) under UR category. The initial place of posting shall be SAI, NSEC, Salt Lake City, Sector – III, Kolkata – 700 106. However, SAI reserves the right to transfer the selected candidates any Centre within SAI Eastern Region.

Remuneration:-

Designation	Remuneration
Nursing Assistant	Rs.25,000/-

Annual Increment @ 7% (maximum) may be considered subject to satisfactory performance.

(Specific Requirements, Short listing and Interview Information)

1. ESSENTIAL REQUIREMENTS
 - a) ESSENTIAL EDUCATIONAL QUALIFICATIONS
 - 1) Matriculation or its equivalent from a recognised university/Board.
 - 2) Certificate in General Nursing and Midwifery from a recognised Institution or equivalent qualification for male nurses.

2. CRITERIA FOR SHORTLISTING OF CANDIDATES FOR INTERVIEW

Of all the total applications received, short listing of candidates to provide an optimum ratio for the interview will be carried out on following basis:

CATEGORIES FOR EVALUATION	MAX MARKS	SCORING OF MARKS
Total Work experience	10	2 marks will be awarded for every completed 1 year of work experience as Nursing Assistant upto a maximum of 10 marks.
Work experience in sports establishment	10	Additional 2 marks will be awarded for every completed 1 year of work experience as Nursing Assistant at a recognized State / National level sports organisation (Govt. or Private) working with teams / players upto a maximum of 10 marks.

3. **INTERVIEW PROCESS:-**

- a. The interview will be of 100 marks.
- b. The shortlisted candidates will be called for the interview and assessed as follows:-

CATEGORIES FOR EVALUATION	MAXIMUM MARKS (100 marks)
Domain Expertise	30
Practical knowledge	30
Aptitude for working in a sports organisation	10
Knowledge in Allied Sports Science disciplines	10
Soft skills	10
Basic knowledge of Computers / Data Entry	10

NOTE:-

- i. OF THE TOTAL APPLICATIONS RECEIVED, CANDIDATES WILL BE SHORTLISTED FOR THE INTERVIEW BASED ON THE CRITERIA MENTIONED ABOVE.
- ii. 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.
- iii. THE CANDIDATE MUST PRODUCE ALL THE ORIGINAL DOCUMENTS; AT THE TIME OF PHYSICAL JOINING OTHERWISE THE CANDIDATURE WILL BE CANCELLED.

GENERAL INSTRUCTIONS

(All the instructions given below must be strictly followed or else the application is liable to be rejected)

4. **WHO CAN APPLY:** Online applications are invited from both male and female candidates, who fulfil the requisite essential requirements as listed in para 1 above.
5. **HOW TO APPLY:** The candidate has to apply only online on email ID : rckolkata-sai@nic.in .
 - a. Applications received through any other mode would not be accepted and summarily rejected.
 - b. Before registering / submitting applications on the websites the candidates should possess a valid e-mail ID.
 - c. The email ID entered in the online application form should remain active until the recruitment process completed. No change in the e-mail ID will be entertained.

DATE OF OPENING ONLINE REGISTRATION : 24.11.2022 at 11.00 hrs.

DATE OF CLOSING ONLINE REGISTRATION : 11.12.2022 upto 17.00 hrs.

6. **ATTACHMENT OF DOCUMENTS:- THE FOLLOWING ESSENTIAL CERTIFICATES / DOCUMENTS SHOULD BE SELF ATTESTED, SCANNED AND UPLOADED STRICTLY IN THE ORDER MENTIONED BELOW AND ALL COMPILED IN A SINGLE PDF FILE. (WHICHEVER IS APPLICABLE)**
 - a) Application form as per format enclosed
 - b) Document for DOB
 - c) Certificate of Matriculation or its equivalent from a recognised university / Board.
 - d) Certificate in General Nursing and Midwifery from a recognised Institution or equivalent qualification for male nurses
 - e) Certificate of Degree in Science from recognised University
 - f) Work experience certificate (Appointment/offer letters will not be accepted).
 - g) No Objection Certificate from present employer, if any.

Note: Non self –attested documents will be rejected.

7. **CALL LETTERS FOR INTERVIEW:** The call letters for interview shall be communicated electronically in the valid and functional email id provided by the candidate in the application form:

CANDIDATES SHOULD CHECK THEIR REGISTERED EMAIL REGULARLY FOR UPDATES REGARDING INTERVIEW DATES AND OTHER RELEVANT DETAILS. ANY VARIATION IN

THE DETAILS PROVIDED AND DOCUMENTS SUBMITTED WILL LEAD TO REJECTION OF THE CANDIDATE.

8. The responsibility of ensuring genuineness of the certificate lies completely with the candidate by self-attestation. SAI reserves the right to discard experience certificates which do not provide correct details as asked above. Website links could be provided to ascertain genuineness.
9. Candidates will be called for the interview based on the short listing criteria as mentioned above. Hence, mere fulfilment of eligibility criteria does not entail that candidate will be called for the interview.
10. The candidates should note that their candidature at all the stages will be purely provisional, subject to their 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 the SAI.
11. **NOTE:** SELECTED CANDIDATES WILL BE REQUIRED TO PRODUCE THE ORIGINALS OF THE CERTIFICATES MENTIONED ABOVE AT THE TIME OF JOINING. FAILURE TO SUBMIT THE REQUIRED CERTIFICATES IN ORIGINAL AT THE TIME OF PHYSICAL JOINING WILL LEAD TO CANCELLATION OF CANDIDATURE.
12. **Terms & Conditions of contractual engagement:**
 - a) **Tenure:** Initially contractual engagement will be for a period three years. The tenure can be further extendable by two years for a maximum period of five years on the basis of satisfactory performance. The tenure is subject to continuation of Khelo India Scheme.
 - b) **Age Limit:** The candidate must not have attained 40 years of age as on the closing date of advertisement.
 - c) **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 certificates/ Service Tax, as applicable.
 - d) **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 to them. In case he/she is required to proceed outstation from the place of posting for official duty, he / she will be entitled to TA/DA as admissible for Pay Level – 4 under GOI rules.
 - e) **Extension:** Performance of the selected candidates would be continuously reviewed and their extension will be considered on the basis of periodic review/ requirements.

- f) **Leave:** Personnel will be entitled for 30 days leave in a calendar year on pro-rata basis. 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.
- g) **Termination:** The contract can be terminated by giving a 30 days' Notice period by either party, i.e., SAI and the employee. In cases of extreme impropriety by the employee the contract may be terminated immediately without notice.
13. Candidates must apply within the scheduled time period, no application received after the last date shall be entertained.
14. 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.
15. SAI reserves the right to modify / alter / restrict / enlarge / cancel the recruitment process, if need so arises without issuing any further notice / assigning any reasons thereafter. The decision of the SAI will be final and no appeal will be entertained against this issue. The panel made by SAI can also be utilized by various other Govt. organizations which are supported under various schemes of SAI / Ministry of Youth Affairs & Sports.
16. In case of any dispute, jurisdiction of Court at Kolkata only will be applicable.
17. Please do visit your email account regularly for further updates.
18. Further notifications / corrigendum in this regard, if any, will be informed through email id.
19. In case of any dispute, English version of the Employment notice will be treated as valid.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.

APPLICATION FORM

1. Full name in capital letters :
(as per the matriculation certificate)
2. Gender :
3. Date of Birth (as per the matriculation certificate):
4. Father's Name (as per the matriculation certificate) :
5. Nationality :
6. Post Applied for :
7. Permanent Address:
8. Address for Communication:
9. Mobile number and Email ID :
(a valid and functional email ID to be provided)
10. Proof of Identity :
11. Academic Qualifications :

Recent colored
passport size
photograph

Qualification	Name and Address of College/Institution	University	Year of passing
Matriculation or its equivalent from a recognised Board			
General Nursing and Midwifery from a recognised Institution or equivalent qualification for male nurses.			

12. Details of services rendered earlier / Experience in related field (After the basic graduation)

Post/ Designation	Name & Address of the organisation	Duration of Tenure		Total Period
		From	To	

Declaration: I solemnly declare that the above statements made by me are correct to the best of my knowledge and belief. I shall abide by the rules and regulation of Sports Authority of India.

Name & Signature of Candidate