



उत्तरी क्षेत्रीय केंद्र, जोशी चौहान,  
Northern Regional Centre, Joshi Chauhan,  
जी टी रोड, बहालगरह,  
GT Road, Bahalgarh,  
सोनीपत -131021 (हरियाणा)

Adv. no.- SAI/Sonepat/Recruit/2023-2024/03

Dated: 03.07.2023

**SPORTS AUTHORITY OF INDIA, NORTHERN REGIONAL CENTER, SONEPAT INVITES ONLINE APPLICATION FOR THE POST OF CHEF 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 NRC Sonepat, Haryana invites applications from eligible, qualified and motivated Indian Citizens for providing consultancy as Chef on contract basis initially for a period of Three years and further extended by Two years for a maximum period of Five years.

Sr. No.	Name of Post	Number of Vacancy	Category	Place of Posting
1	Chef	01	UR	NCOE, Sonepat

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** –05.07.2023 at 05:00 PM
- **Closing date for submission of online application** –20.07.2023 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 [sainrcrectt@gmail.com](mailto:sainrcrectt@gmail.com)

**Executive Director  
Sports Authority of India  
Northern Regional Centre,  
Sonipat (Haryana)**

## SPECIFIC REQUIREMENTS, SHORTLISTING AND INTERVIEW INFORMATION

### **1. ESSENTIAL ELIGIBILITY CRITERIA-**

#### **Educational Qualifications & Work experience-**

**Bachelor of Hotel Management & Catering Technology/Bachelor of Hotel Management/BSC in Culinary Arts/BA in Culinary Arts** from a recognized University/Institution with **2 year of experience as a Chef.**

OR

**UG Diploma in Culinary arts/Food Production or Equivalent** from a recognized University/Institution (UG Diploma must be of 1-2 year duration) with **3years of work experience as a Chef.**

### **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 the following basis:

<b>CATEGORIES FOR EVALUATION</b>	<b>SCORING OF MARKS</b>	<b>MAXIMUM MARKS (50)</b>
Additional Qualification ( only the highest qualification will be marked)	Masters in Culinary Arts/Masters in Hotel Management.	10
	PG Diploma in Culinary Arts	07
Work Experience as Chef	2 marks will be awarded for every completed 1 year of work experience as Chef upto a maximum of 10 marks. (To be read with *)	10
Work experience as Executive Chef	4 marks will be awarded for every completed 1 year of work experience as Executive Chef upto a maximum of 20 marks. (To be read with *)	20
Work Experience in Sports Organization	Additional 5 marks will be awarded for every completed 1 year of work experience as Chef at a recognized State/National level sports organization (Govt or Private) working with Teams/Players upto a maximum of 10 marks	10

\*This Work Experience is over above the essential work experience mentioned in the Essential Eligibility Criteria.

### **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:

<b>CATEGORIES FOR EVALUATION</b>	<b>MAXIMUM MARKS (100marks)</b>
Knowledge of food preparation and practice	30
Knowledge of Inventory control	20
Human Resource Management	15
Knowledge of Sports Ecosystem	15
Communication & Soft skills	20

**NOTE:**

- **OF THE TOTAL APPLICATIONS RECEIVED, CANDIDATES WILL BE SHORTLISTED FOR THE INTERVIEW BASED ON THE CRITERIA MENTIONED ABOVE.**
- **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.**
- **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)**

1. **WHO CAN APPLY :** Online applications are invited from candidates , who fulfill the essential eligibility criteria as mentioned above on contract basis in Sports Authority of India.
2. **HOW TO APPLY:** The candidate has to apply only online through the link <https://sportsauthorityofindia.nic.in/saijobs/>.
  - i. Applications received through any other mode would not be accepted and summarily rejected.
  - ii. Before registering /submitting applications on the website the candidates should possess a valid E-mail ID.
  - iii. The e-mail ID entered in the online application form should remain active until the recruitment process is completed. No change in the e-mail ID will be entertained.

<b>Date of opening of online registration</b>	<b>–05.07.2023 at 05:00 PM</b>
<b>Closing date for submission of online application</b>	<b>–20.07.2023 at 05:00 PM</b>

3. Checklist of documents required, these may have kept ready for filling the online application form
  - i. Application form with recent passport size photograph
  - ii. **Proof of Date of Birth-** Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating Date of Birth in support of claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating Date of Birth.
  - iii. **Proof of identity-** Aadhar card/Passport/ Voter ID.
  - iv. **Bachelor’s Degree and Marksheet**
  - v. **Master’s degree and Marksheet**
  - vi. **Additional Qualification Document**
  - vii. **Work Experience Document:** Documents claiming work experience must clearly mention the following:
    1. Name of the establishment/Organization/ Department.
    2. Signature of competent authority/issuing authority clearly stating their position of authority and nature of work and duties performed in the

- organization.
3. Duration of employment/work experience (Date, Month & Year).
  4. The field in which the candidate has worked or the post held in the establishment.
- viii. **Last pay drawn document:** Candidates must have their monthly remuneration document from their place of work experience.
- b. **For online application: Along with filling of online application form the following documents must be uploaded-**The following essential certificates/ documents should be self-attested, scanned and uploaded strictly in the order mentioned below all compiled in a single pdf file: -
- a) Completely filled Application form as provided at the end of advertisement.
  - b) Photograph & Signature
  - c) Document for DOB.
  - d) Proof of Identity.
  - e) Bachelor Degree and Marksheet
  - f) Master's Degree and Marksheet.
  - g) Additional Qualification document.
  - h) Work experience Certificate.
  - i) No Objection Certificate from present employer, if any.
  - j) Supporting document for Last Pay Drawn
  - k) Supporting document in case of Ex Serviceman

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

4. **CALL LETTERS FOR INTERVIEW: The Call Letters for interview shall be communicated electronically in the valid and functional email id provided by the candidate during online registration.**

**CANDIDATES SHOULD CHECK THE WEBSITE AND THEIR REGISTERED EMAIL REGULARLY FOR UPDATES REGARDING INTERVIEW DATES AND OTHER RELEVANT DETAILS.**

**ANY VARIATION IN THE DETAILS PROVIDED AND DOCUMENTS SUBMITTED ONLINE WILL LEAD TO REJECTION OF THE CANDIDATURE. ANY UPDATES AND NOTIFICATIONS WILL BE HOSTED ON THE WEBSITE.**

5. 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.
6. Any experience claimed during the course of completion of the degree will not be counted. Any experience which is not relevant to the above discipline /fields will not be counted.
7. Candidates will be called for the interview based on the shortlisting criteria as mentioned above. Hence mere fulfillment of eligibility criteria does not entail that candidate will be called for the interview.
8. 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 fulfill any of the eligibility conditions; their candidature will be cancelled by the SAI.

9. 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.

10. Terms & Conditions for contractual engagement:

**Tenure:** Initial contractual engagement will be for a period of three years. The tenure can be further extended by two years for a maximum period of five years.

(i) the basis of satisfactory performance. The tenure is subject to continuation of Khelo India Scheme.

(ii) **Age limit:** The candidate must not have attained 50 years of age as on the closing date of advertisement.

The date of birth, accepted by the SAI is that entered in the Matriculation or Secondary School Leaving Certificate or in a certificate recognized by an Indian University as equivalent to Matriculation or in an extract from a Register of Matriculates maintained by a University which extract must be certified by the proper authority of the University or in the Higher Secondary or an equivalent examination certificate. Aadhar Card/Passport/Voter Id will also be accepted. No other document relating to age like horoscopes, affidavits, birth extracts from Municipal Corporation, Service records and the like will be accepted. The expression Matriculation/Higher Secondary Examination Certificate in this part of the Instruction include the alternative certificates mentioned above.

(iii)**Remuneration:** - Monthly remuneration will be decided on the basis of expertise and performance of the candidates in the interview and on the recommendation of the Selection Board

Designation	Consolidated Monthly Remuneration
Chef	Rs 75000/- to 1,00,000/-

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

(iv) **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.

(v) **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 precede outstation from the place of posting for official duty, he/she will be entitled to TA/DA as admissible for pay Level-10 under GOI rules.

(vi) **Extension:** - Performance of the selected candidates would be continuously reviewed and their extension will be considered on the basis of periodic review /requirements.

(vii) **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 any un-availed leave in a calendar year will lapse and will not be carried forward to the next calendar year.

(viii) **Termination:** - The contract can be terminated by giving a 30 days' Notice period by either party, ie. SAI and the employee. In cases of extreme impropriety by the employee the contract

may be terminated immediately without notice.

**(ix) Relaxation:** - DG, SAI where DG, SAI Sonapat 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

**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) Candidates must apply within the scheduled time period, no application received after the last date shall be entertained.
- 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 modify/alter/restrict/enlarge/cancel Recruitment process, if need so arises without issuing any further notice or assigning any further notice/any reason thereafter. The decision of the SAI will be final and no appeal will be entertained against this issue. A panel of eligible candidates will be created to cater to future requirement. The panel made by SAI can also be utilized by various other Govt. Organization which are supported under various schemes of SAI/ Ministry of Youth Affairs & Sports.
- h) The Executive Director 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) The vacancy is primarily for location Sonapat. However, SAI reserves the right to post the candidate from the selected list to any of its scheme located anywhere in India.
- k) Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Sonapat courts.
- l) 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.
- m) Further notifications/corrigendum in this regard, if any, will be put up on SAI website only.
- n) In case of any dispute, English version of the Employment notice will be treated as valid.

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