



भारतीय खेल प्राधिकरण (युवा कार्यक्रम एवं खेल मंत्रालय, भारत सरकार)  
उद्धव दास मेहता (आई जी) मध्य क्षेत्रीय केन्द्र - भोपाल  
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F.no-E 25851 \_-19-01036/1/2022-RC Bhopal-General Administration/

Dated: 21/07/2023

## **ADVERTISEMENT FOR THE POST OF ASSISTANT CHEF**

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 NCOE Bhopal invites applications from eligible, qualified, and motivated Indian Citizens for Assistant Chef, on a contract basis initially for a period of 03 Years further extendable up to three years.

| S. No. | Post           | Number of Posts |
|--------|----------------|-----------------|
| 1.     | Assistant Chef | 01              |

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

- **Date of Opening Online Application: 22/07/2023 05:00 PM**
- **Closing date for submission of online application: 05/08/2023 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 [sairc.bhopal@gmail.com](mailto:sairc.bhopal@gmail.com).

Sd/-  
Assistant Director  
Sports Authority of India  
Central Regional Centre, Bhopal  
(M.P.)

**JOB DESCRIPTION:**

**(Table-1)**

| <b>Position</b>       | <b>Job Description</b>   |
|-----------------------|--|
| <b>Assistant Chef</b> | <p>This Position may be required to perform a combination of the following supportive functions, with the percentage of time performing each function to be solely determined by the supervisor based upon the particular requirements of the organization.</p> <ul style="list-style-type: none"><li>• Support the Chef in charge in the daily operation and work</li><li>• Work according to the menu specifications by the Chef in charge.</li><li>• Keep the work area at all times in hygienic conditions according to the rules set by the organization.</li><li>• Control food stock and food cost in his section.</li><li>• Prepare the daily mise-en-place and food production in different sections of the main kitchen or satellite.</li><li>• Follow the instructions and recommendations from the immediate superiors to complete the daily tasks.</li><li>• Ensure the highest standards and consistent quality in the daily preparation and keep up to date with the new products, recipes, and preparation techniques.</li><li>• Instruct and lead subordinates through their daily requirements in food preparation and actively take part in setting up of buffets and special functions.</li><li>• Coordinate and participate with other sections of requirements, cleanliness, wastage and cost control.</li><li>• Ensure cleanliness and waste management of the mess area.</li><li>• Any other duties as deemed fit based on the requirement in the field.</li></ul> |

**Eligibility Criteria  
(Table- II)**

| <b>S. no</b> | <b>Particular</b> | <b>Number of Posts</b> | <b>Monthly Remuneration</b> | <b>Age Limit</b>       | <b>Qualification and Experience Required</b>   |
|--------------|-------------------|------------------------|-----------------------------|------------------------|--|
| <b>1</b>     | Assistant Chef    | 01                     | Rs 30,000 to Rs.50,000 /-   | Not more than 50 years | Diploma in Hotel Management or equivalent.<br><br>Certificate Chef Course that last 6-12 Months<br><br>Relevant Experience in the Field for 2 years.<br><br><b><u>Desirable</u></b><br><br>Qualification from National Council of Hotel Management and Catering Technology, Ministry of Tourism, Government of India.<br><br>Work experience in the field of sports. |

- *Note: Experience will be counted only if the same is acquired after the completion of Essential Qualification.*
- *The requirement can be increased /decreased at the discretion of the SAI.*

### **3.1 About SAI**

SAI is an autonomous organization under the Ministry of Youth Affairs and Sports registered under the Societies Registration Act, 1860, with the mandate of development and promotion of Sports in the country. SAI's main objective today is to achieve excellence in sports and train & prepare sportspersons to participate in international competitions. It has international standard sports infrastructure spread across the country along with trained coaches to achieve its objectives.

### **4. 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.

**5. TERMS AND CONDITIONS:**

a) Tenure: Initial contractual engagement will be for a period of three years extendable by another three years. At the end of every year, performance will be evaluated for annual increment. However, the periodic evaluation shall be made on performance and if found not satisfactory contract shall be terminated at any time by giving one-month notice.

b) Age Limit- The maximum age shall not be more than 50 years on the last date of receipt of applications. Candidates should note that only the Date of birth as recorded in the matriculation / Secondary examination certificate or an equivalent certificate as on the date of submission of applications will be accepted and no subsequent request for its change will be considered or granted.

c) Remuneration: - Will be finalized based on performance and experience.

d) 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.

e) Other allowances- No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities like DA, Accommodation, Residential Phones, Conveyance / Transport, Personal Staff, Medical reimbursement, HRA and LTC etc. would be admissible to them.

f) Leave: Candidates will be entitled for 30 days leave in a calendar year on pro-rata basis. Therefore, the contract 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.

**6. Selection process**

The candidates who fulfill the eligibility criteria will be called for the interview at the following address along with the application form duly filled in and documents in original (with photocopy). The venue and date of the interview will be communicated to the eligible candidates later.

**(Table- III)**

| <b>Selection criteria: - Practical and Theory test</b> |                           |
|--|---------------------------|
| <b>Designation</b>                                     | <b>Selection Criteria</b> |
| Assistant Chef   | 60% Marks for practical   |
|  | 40% Marks for Theory      |

## 7. General instructions

a) **WHO CAN APPLY:** Applications are invited only from Indian citizens who fulfill the eligibility criteria of essential educational qualifications and essential work experience (as mentioned in Table III).

b) **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.

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

- **Date of Opening Online Application: 22/07/2023 05:00 PM**
- **Closing date for submission of online application: 05/08/2023 05:00 PM**

d) 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. The shortlisted candidate will be called for interview at SAI NCOE, Bhopal.

e) Candidates should ascertain, before appearing for interview, that they satisfy all the eligibility conditions as stipulated in the advertisement. Candidates, who do not satisfy the eligibility conditions, will be liable to be disqualified at any stage of the interview.

f) Decision of the 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.

***CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.***