



SPORTS AUTHORITY OF INDIA
NATIONAL CENTER FOR SPORTS SCIENCE & RESEARCH
IGSC, New Delhi - 110002

**ADVERTISEMENT FOR WALK-IN INTERVIEW FOR THE POST OF CONSULTANT
(ON CONTRACT BASIS) AT
NATIONAL CENTER FOR SPORTS SCIENCE & RESEARCH**

Sports Authority of India (SAI) is an autonomous organization under the administrative control of the Ministry of Youth Affairs and Sports, has scheduled Walk-in Interviews for eligible candidates for engagement as Consultant on Contract basis at National Center for Sports Science & Research division (NCSSR).

Name of the post	Number of Vacancies	Date & Time of Interview
Consultant (Procurement)	01	02.01.2024 (10:00 A.M Onwards)

1. Eligibility Criteria:

Position	Essential Educational Qualification	Essential Work Experience	Desired Experience
Consultant (Procurement)	Graduation from a recognized university/institute in any discipline.	Minimum 03 years' experience in Procurement in govt. organizations.	Experience in Sports and related domains.

Note: Experience will be counted only if the same is acquired after the completion of Essential Qualification.

2. Job Description:

Position	Job Description
Consultant (Procurement)	Works related to procurement of equipment for NCSSR through various modes of procurement. Preparation of indent, technical specification, standard performance criteria, preparation of tender documents, evaluation of bids etc.

- Age Limit-** As per certificate of age proof, age limit as on the date of interview - 45 Years. Candidates should note that only the Date of Birth as recorded in the Matriculation/ Secondary Examination will be accepted.
- Emoluments:** Rs. 80,000-1,45,000 per month.
- There is no fee for appearing in the interview.
- The reporting time for candidates appearing for walk-in-interview is 9:30 AM. The candidate should come with all the required documents in original along with an attested

copy for verification. The candidates will only be allowed for interview only if their eligibility is verified. The decision of SAI will be final and binding in this regard.

7. **Venue: The interview will be held at National Center For Sports Science & Research, Indra Gandhi Stadium Complex, Room No. 41, New Delhi - 110002.**
8. No separate information or call letter will be issued for the same.
9. No. TA/DA will be paid to the candidates appearing for interview.
10. **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.
 - e. Proof of Last remuneration supported with Form 16.
11. **GENERAL INSTRUCTIONS** (All the instructions given below must be strictly followed or else application is liable to be rejected).
12. **WHO CAN APPLY:** Applications are invited only from Indian citizens who fulfill eligibility criteria of essential educational qualification and essential work experience (as mentioned above).
 - a. The order of documents is as follows: (One set of Photocopies of these documents along with the original documents to be brought by the candidates):
 - i. Duly Filled Application Form (Attached as Annexure)
 - ii. Matriculation Certificate
 - iii. Document for DOB
 - iv. Marksheet of Essential Qualification
 - v. Degree certificate of Essential Qualification
 - vi. Work experience if any.
 - b. 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.
 - c. 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.
 - d. 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.
13. **Terms and Conditions:**
 - a. **Tenure:** The contractual engagement will be initially for a period of 01 (One) years further extendable as per the performance and as per the requirement of the division.

The contract can be terminated by giving a 30 days' Notice period by either party, without assigning any reason as well. However, contract can be terminated by SAI without any prior notice based on performance of the candidate.

- b. **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.
- c. **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.
- d. **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 will also depend on the periodic performance review subject to a maximum of 7%.
- e. **Leave:** Selected candidates will be entitled for 30 days leave in a calendar year on pro-rata basis. Therefore, candidates shall not draw any remuneration in case of his/her absence beyond 30 days in a year. Also unveiled leave in a calendar year will lapse and will not be carried forward to the next calendar year.
- f. **Confidentiality:**
 - 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.
 - 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.
 - 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.

14. Other Conditions:

- a. 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 (equivalent to officials in Level-10 of pay matrix).
- b. In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving one-month notice.
- c. 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.
- d. 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.
- e. SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.

- f. The DG, SAI shall be the final authority in case of any dispute.
- g. The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- h. Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of the Delhi courts.
- i. 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.

APPLICATION FORM

Paste your
recent
passport size
colored
photograph

Full Name in Capital Letters : _____

Gender: : Male Female

Date of Birth : ____ Date ____ Month ____ Year
(As per the matriculation certificate)

Father's Name : _____

Nationality : _____

Post Applied For : _____

Permanent Address : _____

Address for Communication : _____

Mobile Number : _____

Email ID : _____

Proof of Identity (With ID no.) : _____

Academic Qualifications: _____

Qualification	Name And Address of College /Institution	University	Year of Passing

Details of Services rendered earlier/ Experience in related field: (After the basic graduation)

Post/Designation	Name and Address of the Organization	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.

(Signature of the Candidate)

Full Name.....

Place:

Date :

