

COMMON TERMS & CONDITIONS

CHANDIGARH SPORTS COUNCIL is an autonomous organization under the Administrative control of the **SPORTS DEPARTMENT, CHANDIGARH ADMINISTRATION** with its Head office at **SPORTS COMPLEX, SECTOR-42, CHANDIGARH.**

CHANDIGARH SPORTS COUNCIL in partnership with SAI has established KISCE in the **CHANDIGARH** for training of young and elite athletes in various disciplines. As a part of India's pursuit for excellence in Olympic & endeavor to scale-up State/UT's existing centre up to world standard level, one existing training centre in each State/UY's will be designed as Khelo India State Centre Excellence (KISCE) under the State Level Khelo India Centre (SLKIC) vertical of the Khelo India Scheme. Under the Joint partnership with State/UT's, the notified KISCE will be provided financial support for Sports Science back-up, engagement of coaches & support staff.

VACANCIES

The number of vacancies and the place of deployment can be varied as per workload. Indicative figures are as follows:-

<u>S.N.</u>	<u>Designation</u>	<u>Total Vacancies</u>

a) **Tenure:**

The contractual engagement will be for a period of four years on the basis of satisfactory performance, periodic reviews, result oriented, etc. and at all times coterminous with the Khelo India Scheme.

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 **Chandigarh Sports Council** 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.

e) **Leave:**

Selected candidates will be entitled for 30 days leave in a calendar year on pro-rata basis. Thereafter, candidates shall not draw any remuneration in case of his/her absence beyond 30 days in a year. Also unutilized leave in a calendar year will lapse and will not be carried forward to the next calendar year.

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 with **CHANDIGARH SPORTS COUNCIL**, 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. Candidates applied for more than one post will be interviewed only once.
- c. 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.
- d. In case the performance of appointee is not found satisfactory, his/her services will be discontinued after giving one month notice.
- e. Without any prejudice to the above condition, the appointee will be terminated from his services with immediate effect without any obligations, in case the appointee 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 **CHANDIGARH SPORTS COUNCIL** in all matters regarding eligibility, selection and posting would be final and binding upon all candidates. No representation or correspondence will be entertained in **CHANDIGARH SPORTS COUNCIL** in this regard.
- g. CHANDIGARH SPORTS COUNCIL reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- h. The Secretary, Chandigarh Sports Council-cum-Director Sports 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 CHANDIGARH SPORTS COUNCIL.
- j. Any litigation matters pertaining to employment at CHANDIGARH SPORTS COUNCIL shall be restricted to the jurisdiction of the **Chandigarh** courts.
- k. Organization reserves the right to terminate the contract, by giving one month notice to appointee.
- l. Eligible and willing candidates may submit their applications in the prescribed Performa attached at Annexure A on or before 28.04.2022 (05:00 PM) in the O/o The Secretary, Chandigarh Sports Council, Hockey Stadium, Sports Complex, Sector-42, Chandigarh.
- m. Owing to the requirement in **CHANDIGARH SPORTS COUNCIL**, a list of

panels may be drawn which will be valid for a period of one Year, **CHANDIGARH SPORTS COUNCIL** reserve the right to cancel the panel without assigning any reason.

- n. The date of birth, accepted by the **CHANDIGARH SPORTS COUNCIL** 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. 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.

YOUNG PROFESSIONAL :

Qualifications:

Essential: Masters degree or equivalent qualification/ Bachelor's degree with Post Graduate Diploma in Sports Management or equivalent from a recognized University with minimum 50% of marks

OR

Graduate with at least Three years of work experience

Desirable: Candidates who have represented India at international level and hold a Bachelor's degree or candidates with MBA or Post Graduation in Sports Management would be preferred.

Job Description

- Maintain the data of material/resources to manpower engaged in KISCE
- Assisting, coordinating and managing the implementation of KISCE Scheme of **Chandigarh Sports Council.**
- All work related to administration at KISCE.
- Coordinating with different departments in queries related to KISCE
- Drafting of letters, file noting, orders, etc.
- Any other work assigned by the reporting authority

General:

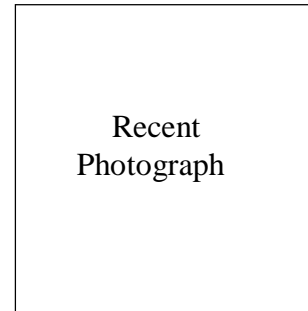
- Good knowledge of Computers- Windows and Microsoft Office applications especially- MS Word, MS Excel
- Confident, self-driven and team player
- Ability to read, write and speak in English, Hindi and **Punjabi.**

Remuneration : -

DISCIPLINE	REMUNERATION
Young Professional	Rs 40,000

Age Limit: - The maximum age shall not be more than **32 years** on the last date of receipt of applications.

Application Format



Post applied for:

1.Name:

2.Father’s/Husband’sName:

3. Date of Birth:

4. Nationality:

5.Postal Address:

6.ContactNumber:

7.E-mailAddress:

8 Education Qualifications Matriculation onwards:

S. No.	Certificate/Degree	Subject	Institute/ University	Year of Passing	Percentage /CPGA

9 Work Experience:

S. No.	Organization /Institute	Period From - To	Nature of Work	Remarks

Total Experience (in Month)í í

10 Sports Participation:

(A) International Level

S. No	Event	Position

(B) National Level

S. No	Event	Position

DECLARATION

I hereby declare that all statements made in this application are true and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or not satisfying the prescribed eligibility criteria for the post applied for, my candidature is liable to be cancelled/ rejected at any stage of selection.

Place:

Date:

(Signature of the Applicant)