

Directorate of Sports & Youth Affairs invites application for the applications for the post of Young Professionals on contract basis on contract basis.

To strengthen the training team of Khelo India State Centre of Excellence at G V Raja Sports School Directorate of Sports & Youth Affairs invites applications from eligible candidates for engagement in the following discipline.

1.Young Professionals

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

S.NO	DESIGNATION/POST	TOTAL VACANCY
1	Young Professionals	1

Sub: - Engagement of Young Professionals.

Directorate of Sports & Youth Affairs invites applications online for engagement of (01) Young Professional on contract basis initially for a period of two years for support in its various activities in the field of Sports Management, General Management, etc at .

1. Job Description

- Maintain the data of material/resources to manpower engaged in KISCE
- Assisting, coordinating and managing the implementation of KISCE Scheme of DSYA
- 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 Malayalam.

2. 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.

3. The other Terms and Conditions shall be as under :-

- 3.1. The applications received will be scrutinized and candidates found eligible & shortlisted will be called for an Interview at cost to the applicant in the ratio 1:5 . Based on the marks obtained in the essential qualifications.
- 3.2. **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.
- 3.3. **Age Limit:** - The maximum age shall not be more than 32 years on the last date of

receipt of applications.

- 3.4. **Remuneration** : - Fixed monthly remuneration of Rs. 40,000/-
- 3.5. **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 Directorate of Sports & Youth Affairs will issue TDS Certificates/Service Tax, as applicable.
- 3.6. **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.
- 3.7. **Extension**: - Performance of the Young Professional would be continuously reviewed and their extension will be considered on the basis of performance review reports.
- 3.8. **Leave**: - They will be entitled for 30 days leave in a calendar year on pro-rata basis. Un-availed leave in a calendar year will lapse and will not be carry-forwarded to the next calendar year.
- 3.9. **Confidentiality**: -
 - 3.9.1 Young Professionals may not, except with the previous sanction of Directorate of Sports & Youth Affairs in the bonafide discharge of his/her duties, publish a book or a compilation of articles or participate in a radio broadcast or contribute an article or anonymously or pseudonymous 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, without the prior approval of the Directorate of Sports & Youth Affairs
 - 3.9.2 During the period of engagement with Directorate of Sports & Youth Affairs , the Young Professional would be subjected to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by his/her during the period of his/her engagement to anyone who is not authorized to know.
 - 3.9.3 The Young Professional engaged by the Directorate of Sports & Youth Affairs shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of Directorate of Sports & Youth Affairs

4. Other Conditions: -

- 1.1.1 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
- 1.1.2 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
- 1.1.3 In case of performance of any Young Professional is not found satisfactory Directorate of Sports & Youth Affairs reserves the right to terminate the contract by giving thirty days notice to any young professional, and also Directorate of Sports & Youth Affairs may withdraw offer at any time without assigning any reason.
 - 1.1.4 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.
 - 1.1.5 Decision of Directorate of Sports & Youth Affairs in all matters regarding eligibility, selection and posting would be final and binding upon all candidates. No representation or correspondence will be entertained by DSYA in this regard.
 - 1.1.6 DSYA reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
 - 1.1.7 The Director, DSYA shall be the final authority in case of any issue arising out of the contractual engagement.
 - 1.1.8 This appointment will be on contract basis and does not confer any right to claim to permanent employment in DSYA .
 - 1.1.9 Any litigation matters pertaining to employment at DSYA shall be restricted to the jurisdiction of the Kerala courts.
 - 1.1.10 Owing to the requirement in DSYA , a list of panels may be drawn which will be valid for a period of one Year, DSYA reserve the right to cancel the panel without assigning any reason.
 - 1.1.11 Eligible and willing candidates may submit their applications via email gvrspportsschool@gmail.com on or before 15.01.2021 (05:00 PM). The application form is at Annexure-I.

**(Name & Designation of the
Competent Authority)**

APPLICATION FORM:

APPLICATION FORM FOR THE POST OF Young Professionals

Full Name in Capital Letters (as per the matriculation certificate):

1. Gender:
2. Date of Birth (as per the matriculation certificate):
3. Father's Name (as per the matriculation certificate):
4. Nationality:
5. Permanent Address:
6. Address for Communication:
7. Mobile number and Email ID (a valid and functional email ID to be provided):
8. Academic Qualifications:

Degree	Maximum Marks	Marks Obtained	Percentage of Marks	Name and Address of College/Institution	University	Year of Passing
Graduation (specify the discipline)						
Post-Graduation(s specify the specialty)						

9. Subjects in Graduation—
10. Subjects in Post-graduation-
11. Details of certification course wherever applicable—
12. Details of Services rendered earlier/Experience in related field: (After the basic graduation).

Designation	Name and Address of the Organization	Duration of Tenure		Total Period
		From	To	

13. Details of sports achievements-

Details of participation- Name of event.

Year of participation

Position

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 Directorate of Sports & Youth Affairs