



**SPORTS AUTHORITY OF INDIA  
RECRUITMENT CELL**

**Head Office, East Gate-10,  
JLN Stadium, Lodhi Road,  
New Delhi-110003**

**File No.:01-04001(02)/3/2024-HO - Personnel Division/147**

**Date: 29.01.2024**

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.

2. SAI invites applications from eligible, qualified and motivated Indian Citizens for providing consultancy as Junior Consultant (Architecture & Planning) on contract basis initially for a period of 02 Years and extendable on yearly basis up to maximum period of 05 years for SAI Head Office.

S. No	Name of the post	Stream	Region	Number of Posts
1	Junior Consultant	Architecture and Planning	SAI, Head Office	1

**\*Number of vacancies is indicative. However, SAI is at liberty to appoint Junior Consultants based on actual workload. The waitlist panel will be maintained for deployment at All-Over India basis to fill the vacancies arising throughout the year. The reservation guidelines of Government of India shall be followed for the vacancy arisen.**

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

5. SAI reserves all the rights to withdraw this advertisement at any time without assigning any reason. For any recruitment related query, e-mail to [sai.persdiv.recruitment@gmail.com](mailto:sai.persdiv.recruitment@gmail.com).

29/01/24

**Assistant Director  
Recruitment Cell  
Sports Authority of India**

TABLE - I

## 1. JOB DESCRIPTION:

Position	Job Description
Junior Consultant (Architecture and Planning)	<p><b>Consultation and Analysis:</b></p> <ul style="list-style-type: none"> <li>• Collaboration with stakeholders, and project teams to understand their architectural needs and objectives.</li> <li>• Conduct site visits and assessments to gather relevant data and information.</li> </ul> <p><b>Project Planning:</b></p> <ul style="list-style-type: none"> <li>• Develop architectural plans, proposals, and strategies based on the requirements and project goals.</li> <li>• Provide expert advice on design feasibility, budget constraints, and regulatory compliance.</li> </ul> <p><b>Design Development:</b></p> <ul style="list-style-type: none"> <li>• Create and review architectural designs, drawings, and specifications.</li> <li>• Ensure designs align with industry standards, building codes, and zoning regulations.</li> </ul> <p><b>Technical Expertise:</b></p> <ul style="list-style-type: none"> <li>• Stay current with advancements in architectural technology, materials, and construction methods.</li> <li>• Provide technical guidance to other centers and resolve design-related issues.</li> </ul> <p><b>Quality Assurance:</b></p> <ul style="list-style-type: none"> <li>• Ensure the quality and integrity of architectural designs throughout the project lifecycle.</li> <li>• Conduct regular reviews and assessments to guarantee compliance with specifications.</li> </ul> <p><b>Regulatory Compliance:</b></p> <ul style="list-style-type: none"> <li>• Stay informed about and ensure compliance with local, state, and national building codes and regulations.</li> <li>• Assist in obtaining necessary permits and approvals.</li> </ul> <p><b>Cost Estimation:</b></p> <ul style="list-style-type: none"> <li>• Collaborate in budget development and cost estimation for architectural projects.</li> <li>• Monitor project costs and make recommendations for cost-effective solutions.</li> </ul>

TABLE -II

## 1.1 ELIGIBILITY CRITERIA:

Position	Essential Qualification	Desired Qualification	Essential Experience	Desired Experience
Junior Consultant (Architecture and Planning)	Bachelors' Degree in architecture from a recognized university	Masters' degree in architecture from a recognized university.	05 Year (In a relevant field as mentioned in JD)	Experience in any Government/ Semi Govt./ Autonomous/ PSU in relevant field

**Note: Experience will be counted only if the same is acquired after the completion of Essential Qualification. The period of Ph. D/ research/ fellowship will not be counted as an experience**

## NOTE:-

- ❖ THE ELIGIBLE CANDIDATES AS PER THE ABOVE-MENTIONED CRITERIA WILL BE USED FOR SHORTLISTING THE CANDIDATES FOR THE INTERVIEW
- ❖ THE FINAL MERIT WILL BE BASED ON THE SCORE OBTAINED IN THE INTERVIEW ONLY.



**THE CATEGORY WISE CUT OFF MARKS TO BE SCORED IN THE INTERVIEW TO BE ELIGIBLE FOR ISSUE OF OFFER OF APPOINTMENT SHALL BE : UR: 50  
OBC/EWS:45, SC/ST: 40**

*Spencer*

**DEGREE AND MARKSHEET:** The certificate uploaded must be one issued by the Competent Authority (i.e. University or other examining body) awarding the particular qualification.

**i. 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.

**ii. OTHER DOCUMENTS:**

- a. Proof of Date of birth: Aadhar Card/10th class mark sheet/12th class mark sheet.
- b. One recent passport size color photograph.

**GENERAL INSTRUCTIONS** (All the instructions given below must be strictly followed or else the application is liable to be rejected)

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

1. After initial registration is completed online, the candidate must upload the following documents in the below mentioned order. Self-attested documents in PDF format are to be uploaded.
2. The order of documents is as follows:
  - a) Candidate details.
  - b) Document for DOB.
  - c) Online application printout.
  - d) Mark sheet of postgraduate degree.
  - e) Degree certificate of post-graduation course
  - f) Mark sheet of graduation degree.
  - g) Degree certificate of graduation course.
  - h) Work experience if any. (Date of joining and Date of relieving shall be mentioned)
  - i) Last pay drawn certificate
  - j) Documents supporting sports achievement if any.
3. 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.
4. Candidates will be called for the interview on the criteria as mentioned above. Hence, fulfilment of eligibility criteria does not entail that candidate will be considered for the interview.
5. 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 fulfil any of the eligibility conditions; their candidature will be cancelled by SAI.

**NOTE:** SELECTED CANDIDATES WILL BE REQUIRED TO PRODUCE THE ORIGINAL CERTIFICATES MENTIONED IN APPLICATION AT THE TIME OF JOINING. FAILING TO SUBMIT THE REQUIRED CERTIFICATES IN ORIGINAL AT THE TIME OF JOINING WILL LEAD TO CANCELLATION OF CANDIDATURE.

*S. S. S.*

## 2. TERMS AND CONDITIONS:

**2.1 Tenure:** The contractual engagement will be initially for a period of two years which could be extended by one year at a time up to a maximum tenure of five years i.e., 2+1+1+1 years. The contract can be terminated by giving a 30 days' Notice period by either party, i.e. SAI or the employee. In cases of extreme impropriety by the employee, the contract will be terminated immediately without prior notice.

### 2.2 Age Limit & Salary:

Designation	Age Limit*	Consolidated Monthly Salary
Junior Consultant (Architecture and Planning)	45 Years	Rs. 80,250/-

*Age relaxation will be applicable to the candidates belonging to EWS, OBC, SC & ST as per DoPT norms as mentioned below: -*

- a) Proof of Age - OM No. 19017/7/79-Estt(A) dated 30.11.1979.
- b) Caste certificate -  
SC/ST/ OBC - OM No. 36012/6/88-Estt(SCT) dated 24.04.1990,  
OM No.36011/1/2012-Estt(Res) dated 14.03.2016,  
OM No. 36036/2/2013-Estt.(Res-I) dated 31.03.2016

*Age relaxation to the persons who have rendered service in Sports Authority of India shall be considered as below: -*

S. No	Period of Experience in SAI	Relaxation in Age
1	2 years - 3 years	1 year
2	3 years - 5 years	2 years
3	5 years - 7 years	3 years
4	7 years - 9 years	4 years
5	9 years - 11 years	5 years
6	11 years - 13 years	6 years
7	13 years - 15 years	7 years
8	15 years - 17 years	8 years

**\*\* The initial remuneration for the present recruitment shall be fixed as Rs. 80,250/-. The employee shall be eligible for an annual increment of upto 7% based on the recommendation of reporting officer and reviewing committee. However, the maximum salary after increments can reach upto Rs. 1,00,000/- post which there shall be no further increments.**

Candidates should note that only the Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate/ Marksheet will be accepted. The maximum age limit will be calculated as on the last date of applications of this notification.

**2.3 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.

**2.4 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.

**2.5 Extension:** Performance of the selected candidates would be continuously reviewed, and their extension will be considered on the basis of periodic review / requirement. Remuneration 7% increment will also depend on the periodic performance review after completion of 01 year of service in SAI, subject to satisfactory performance and recommendation of Reporting Officer and reviewing committee.

**2.6 Leave:** The Individual Consultants shall be entitled to leave at the rate of 2.5 days of each completed month with no accumulation of leave beyond a calendar year on pro-rata basis. Further, the absence up to one month may be considered without remuneration. However, in Exceptional cases for professional development, training etc. this condition may be relaxed by DG, SAI. Apart from this the women Consultant may be eligible for maternity leave as per the Maternity Benefit (Amendment) Act, 2017 issued by Ministry of Labour and Employment vide no S- 36012/03/2015-SS-I dated 12th April 2017. Also unavailed leave in a calendar year will lapse and will not be carried forward to the next calendar year.

*[Signature]*

2.7 TA/DA: To undertake domestic tours subject to the approval of Competent Authority:-

Post	Mode of Journey	Re-imbusement of Hotel, Taxi and Food Bills
Junior Consultant (Architecture & Planning)	Air in Economy Class or by Rail in AC Two Tier	Hotel accommodation of up to Rs.2250/- per day; taxi charges of up to Rs. 338/- per day for travel within the city and food bills not exceeding Rs. 900/- per day shall be allowed.

2.8 **Posting:** The vacancy is primarily for location as specified in the advertisement. However, SAI reserves the right to post the candidate from the selected list to any of its scheme located anywhere in India and the posting so made is purely in public interest. The deployment shall be made depending upon the actual need and vacancy arising in each category.

2.9 **Relaxation:** DG, SAI where DG, SAI 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

3. **HOW TO APPLY:** - The candidate has to apply only online through the link <https://sportsauthorityofindia.nic.in/saijobs>. Applications received through any other mode would not be accepted and summarily rejected. Before registering/submitted applications on the website, the candidates should possess the following:

- i. **Valid E-mail ID:** 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 allowed once entered.
- ii. **Self-attested documents** to be uploaded while submitting application online:
  1. Certificate of Date of birth.
  2. Certificates of essential educational qualifications & experience.
  3. Scanned copy of passport size color photograph and signature.
  4. Scanned copy of research paper and/or achievement in sports at national & international level
  5. Scanned copy of No Objection Certificate from their present employer, in case working in Central/ State Government/ Autonomous Organizations.
  6. Character Certificate from Present/Last employer
  7. Last Pay drawn salary certificate

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

- i. Date of opening of online registration – **30.01.2024 at 05:00 PM**
- ii. Closing date for submission of online application – **14.02.2024 at 05:00 PM**

5. **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.

6. **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) 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.
- e) 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.
- f) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- g) The DG SAI shall be the final authority in case of any dispute.
- h) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- i) Any litigation matters pertaining to employment at SAI shall be amenable to jurisdiction of courts in Delhi.
- j) 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.
- k) In case of any dispute, English version of the Employment notice will be treated as valid.
- l) Candidates should ascertain, before applying, 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 recruitment/selection.
- m) Application Forms not in the prescribed format or incomplete/unsigned or received without a copy of essential qualification certificates, experience certificates, copy of mark-sheet of Board/ University etc shall not be considered and are liable to be rejected.
- n) Further notifications/corrigendum in this regard, if any, will be put up on SAI website only.
- o) Please do visit your email account regularly for further updates.

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

  
29/1/24  
**Assistant Director**  
**Recruitment Cell,**  
**SAI, HO**