

Directorate of Sports & Youth Services, Maharashtra State.

Shivchhatrapati Sports Complex, Mahalunge-
Balewadi, Pune-45

No. KheInRaNiKe/Niyukti/2021-2022

Date: 17-05-2021

DIRECTORATE OF SPORTS & YOUTH SERVICES, MAHARASHTRA STATE INVITES APPLICATIONS FOR COACHING AND PARA-MEDICAL STAFF ON CONTRACT BASIS

Directorate of Sports & Youth Services, Maharashtra State invites applications from the eligible candidates for engagement as Coaching staff and on contract basis at KISCE PUNE. Job descriptions are attached in Annexure 1.

S.No.	Designation/Post	Total Vacancy
1	Assistant Coach	7 (Athletic 1 Male & 1 Female, Cycling 1 Male & 1 female, Rifle Shooting 10 M & 50 M -1, Pistol Shooting 10 M & 25 M -1, Trap & Skit-1)
2	Assistant Coach cum Technician	3 (Cycling 1, Shooting 2)
3	Sports Medicine Doctor	1 (Male/ Female)
4	Young Professional	2
5	Nutritionist	1
6	Nursing Assistant	1
7	Masseur	3 (2 Male, 1 Female)
8	Ground man	4 (Athletic 2, Cycling 1, Shooting 1)

The remuneration and educational qualifications required for each post are as under:

S. No.	Designation/Post	Monthly Remuneration (Rs.)	Age Limit	Qualification and experience required (Eligibility Criteria)
1	Assistant Coach	40,000/-	Below 45 years	Olympian/Sportsperson represented their country in World Championship/Asian Games/Commonwealth Games OR Utkrusht Krida Margadhashak Awardee/Shivchhatrapati Awardee. OR Coaching license/certification on 'C' level or 'D' level from ISSF. Experience : Minimum 5 years of coaching experience

2	Assistant Coach cum Technician	25000/-	Below 45 years	<p>For Shooting a. National Shooting Player b. MS CIT Computer course c. Basic course of Computer & Networking d. Good knowledge of Computers - Windows and Microsoft Office applications specially MS Word, MS Excel, MS PowerPoint.</p> <p>For Cycling National Cycling Player Minimum 2 years experience of racing cycle mechanic .</p> <p>For Athletics National /State Shooting Player</p>
3	Sports Medicine Doctor (Grade II)	60000/-	Below 45 years	<p>Essential:- Post Graduate Diploma in Sports Medicine recognized by erstwhile MCI .</p> <p>Desirable :- Minimum one year of research/work experience with the national/state athletes</p>
4	Young Professional	25000/-	45 years	<p>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</p> <p style="text-align: center;">OR</p> <p>Graduate with at least Three years of Work experience.</p> <p>Desirable :- Candidate who have represented India at International level and hold a Bachelor degree or candidates with MBA or Post Graduation in Sports Management would be preferred.</p>
5	Nutritionist	35000/-	45 years	<p>Essential :- i) Masters degree in Food and nutrition / Home Science with specialization in Nutrition/ Sports Nutrition or equivalent from recognized University. ii) Minimum 8 years of working in relevant field out of which minimum 2 years of working experience with sports person.</p> <p>Desirable :- i) Certificate in Sports nutrition from recognized institution. ii) Experience in budgeting of menus.</p>

				iii) Preference will be given to candidates with experience of working with sports person.
6	Nursing Assistant (Grade I)	25,000/-	Below 35 year	Essential: Diploma in Nursing from a recognized university/institute Experience: Minimum two years of work experience in hospital
7	Masseur	35000/-	Below 45 years	Essential: Passed 10+2 from a recognized board with a recognized certificate course/ skill development program with minimum two years of work experience with the national/state athletes OR Passed 10" from a recognized board with a recognized certificate course/ skill development program with minimum three years of work experience national/state athletes Desirable: Work experience with national/state athletes
8	Ground man	15000/-	Below 45 years	Essential:- 10th pass recognized Board. Preference to be given State/National Player.

- **Experience Certificate(s):**

- Experience Certificate(s) from the Human Resources (HR) department of the Organization(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the Pay Level, Grade Pay and Basic Pay (wherever applicable/ consolidated pay). The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s).
- For the vacancies where experience is required, such experience must be post qualification experience in relevant field as specified for the concerned post. Further, internship, training, research experience, etc., gained in the course of acquiring an educational qualification will not be counted as experience
- Submit Form 16 for last pay drawn.

1. About Directorate of Sports & Youth Services (DSYS)

DSYS is Government Department under the Department of the School Education and Sports. with the mandate of development and promotion of Sports in the State. DSYS's one

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.

2. Terms & Conditions for contractual engagement:

The Directorate of Sports & Youth Services intends to avail service subject to the Khelo India Scheme prescribed by Government of India. The services and contracts under this advertisement are effective only for the period of scheme of Khelo India of Government of India. The scheme and payments related thereto are totally dependent upon the financial aid of Government of India. If the Government of India withdraws/ modifies/ amends the scheme by any notification/circular/ government order/ corrigendum etc., the same will be applicable to the present contract. The rules, regulations, notifications, circular, government order, corrigendum etc. prescribed by State Government also applicable to the present contract. The persons appointed under this scheme are not considered as state/ central government employees. The appointment is given for fulfillment of assignment and it comes to an end by efflux of time or by any other events as decided by Directorate of Sports & Youth Services. The persons appointed under this scheme shall not have any right and interest to claim any permanent appointment to state or central government.

Following are the terms and conditions of contract:-

- a) **Tenure:** Initially contractual engagement will be for a period of 11 months which could be further extended by two years for a maximum period of four years on the basis of satisfactory performance.
- b) **Age Limit:** - The maximum age shall not be more than 45 years on the last date of receipt of applications. However, for some vacancies, the upper age limit shall not be more than 35 years. 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:** Monthly remuneration will be given as per above chart No.2 .
- 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 DSYS 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 Phone, Conveyance

/Transport, Personal Staff, Medical reimbursement, HRA, and LTC etc. would be admissible to them.

Extension: - Performance of the person would be continuously reviewed and their extension will be considered on the basis of periodic review/ requirement.

g) **Leave:-** They 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

h) **Selection Process:** The candidates who fulfilled the eligibility criteria will be called for an interview through e-mail. The interview may be held in Office of the Commissioner, Sports & Youth Services, Maharashtra state, Shivchhatrapati Sports Complex, Mahalunge-Balewadi, Pune 411 045. The Place of holding the interview as mentioned are liable to cancelled/changed at the discretion of DSYS.

No travelling allowance will be paid for attending the interview. DSYS reserve the right to cancel the advertisement and/or the selection process at any stage without assigning any reason. COMMISSIONER,DSYS shall be the final authority in case of any dispute. Any litigation matters pertaining to employment at DSYS shall be restricted to the jurisdiction of Pune court.

i) **Confidentiality:** The planned research must be with the prior approval of ethical committee of DSYS. The publication in scientific journals should be with the prior approval of competent authority.

j) **How to Apply:** The candidate may apply in the prescribed format attached as Annexure B. Application duly signed along with self-attested copies of all educational qualification, experience and other testimonials as required to support the candidature of the applicant must be sent to the Commissioner, Sports & Youth Services, Shivchhatrapati Sports Complex, Mahalunge-Balewadi, Pune 411 045 **through post on or before 15/6/ 2021 till 5.00 P.M.** Only short-listed candidates shall be called for the interview. Applications received through any other mode would not be accepted and summarily rejected.

i) Self attested documents to be enclosed with application :

- 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 No Objection Certificate from their present employer, in case working in Central/ State Government/ Autonomous Organizations on regular basis.
- 5) LAST DATE FOR RECEIPT OF APPLICATIONS 5.00 P.M ON. 15/6/2021
- k) Candidates who are working in Central/ State Government/ Autonomous Organizations have to produce No Objection Certificate from their employer along with all original as well as photocopy of all the documents at the time of interview.

GENERAL INSTRUCTIONS

- a) Candidates should ascertain, before applying, that they satisfy all the conditions as stipulated in the eligibility advertisement. Candidates, who do not satisfy the eligibility conditions, will be liable to be disqualified at any stage of recruitment/selection.
- b) 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 and (or) submitted any supporting document which found as not genuine at any stage shall be liable for disqualification.
- c) Candidates should ascertain that they satisfy all the essential educational qualifications as stipulated in the advertisement. Candidates having qualification above the essential qualifications are eligible to apply. Merely having the qualifications does not entail candidates to be called for interview. However, the final decision will be taken by the DSYS.
- d) Candidates are advised in their own interest to apply offline much before the closing date and not to wait till the last date for submission of application, to avoid the possibility of postal delay.
- e) DSYS does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of DSYS.
- f) Candidate who will be called for interview has to produce original as well as self attested photocopy of all the documents uploaded at the time of application, other relevant document at the time of interview along with signed copy of application submitted online, failing which he/she will not be allowed to appear for interview.

- g) Decision of DSYS in all matters regarding eligibility, selection and posting would be final and binding on all candidates. No representation or correspondence will be entertained by DSYS in this regard.
- h) DSYS reserves the right to modify/alter/restrict/enlarge/cancel the recruitment process, if need so arises without issuing any further notice or assigning further notice/any reasons thereafter. The decision of the DSYS will be final and no appeal will be entertained against this issue.
- i) In case of any dispute, jurisdiction of Court will be at Pune only.
- j) Please do visit your email account regularly for further updates.
- k) Further notifications/corrigendum in this regard, if any, will be put up on DSYS website only.
- l) In case of any dispute, English version of the Employment notice will be treated as valid.
- m) CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.

Sd/-

Commissioner
Sports & Youth Services, Maharashtra State.

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Annexure-1

Designation/Post	JOB RESPONSIBILITIES
Assistant Coach	<p>Responsibilities Head Coach’s roles vary hugely according to context, but typical work activities are likely to include:</p> <p>Performance management Evaluating performance and providing suitable feedback, balancing criticism with positivity and motivation. Assessing strengths and weaknesses in an athlete’s performance and identifying areas for further development.</p> <ul style="list-style-type: none"> • Adapting to the needs and interests of group or individual trainees. • Communicating instructions and commands using clear, simple language. • Encouraging participants to gain and develop skills, knowledge and techniques. • Ensuring that trainees train and perform to a high standard of health and safety at all times. • Inspiring confidence and self-belief. • Developing knowledge and understanding of fitness, injury, sports psychology, nutrition and sports science. • Working with IT-based resources to monitor and measure performance. • Acting as a role model, gaining the respect and trust of the people. • Liaising with other partners in performance management, such as Coaches, Physiotherapists, Doctors and Nutritionists. • Working to a high legal and ethical standard at all times, particularly in relation to issues such as child safeguarding gender equality and health and safety requirements including protection from sexual harassment. <p>Planning and Administration</p> <ul style="list-style-type: none"> • Producing personalized training programmes. • Maintaining records of trainees performance. • Coordinating trainees attendance at meetings and other sports events • Planning and running programmes of activities for groups and individuals. • Co-coordinating with other coaches for

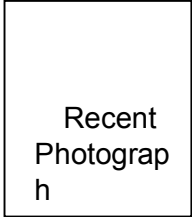
	<p>transporting trainees to and from training sessions and sports events;</p> <ul style="list-style-type: none"> • Seeking and applying for sponsorship agreements by engaging all stakeholders. • Finding appropriate competitions for participants. • Planning work schedule in consultation with other coaches. <p>What to expect</p> <ul style="list-style-type: none"> • Head Coach’s work in different environments, from gyms to playing fields and sometimes in adverse weather conditions. • Unsocial hours and fixed-term contracts mean the job may have an impact on personal life. • Frequent travel to reach facilities or to attend competitions, often involving considerable distances, may be necessary. • Absence from home overnight and travel throughout the India and abroad may be necessary, depending on the sport and the level. • Head Coach will ensure discipline in Academy. <p>Skills</p> <ul style="list-style-type: none"> • Team-building ability to transform the team into a winning combination to excel at all levels of competition. • The ability to quickly develop successful working relationships with people from different backgrounds and with varying levels of sporting ability. <p>Excellent communication and interpersonal skills</p> <ul style="list-style-type: none"> • Enthusiasm, flexibility and patience. • Awareness of equality and diversity issues, including those related to sport and disability. • Motivational skills and an understanding of the psychology that underpins successful competition (particularly at senior coaching levels). • Organizational skills. • A strong interest in maintaining professional skills and knowledge. • Ability to infuse team spirit among all stakeholders to
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	achieve the common goal of excellence development.
Assistant Coach cum Technician	<ul style="list-style-type: none"> • Training management of the athlete in the field during training • Handling & maintaining the equipment/machinery on ground • Operating Electronic Target System • Data management • Assist Assistant Coach for training inputs • Any other duties assigned by High Performance Coach, Commissioner DSYS and Facility in charge of respective hall/ground.
Sports Medicine Doctor (Grade II)	<ul style="list-style-type: none"> • Medical management of the athlete in the field during training • Handling the medical emergency on ground • Involve medical rehabilitation process during injury management • Planning & sequencing of testing protocol • Periodic testing of athletes • Data management • Assist lead medical practitioner for research inputs • Any other duties assigned by High Performance Director, Sports Science Head and Commissioner DSYS.
Young Professional	<ul style="list-style-type: none"> • Maintaining the data of materials/resources to manpower engaged in KISCE Scheme. • Assisting, coordinating and managing the implementation of KISCE Scheme. • All work related to administration at KISCE. • Coordinating with different departments in queries related KISCE. • Drafting letter, file noting, order etc. • Any other work assigned by the reporting authority. • General : <ul style="list-style-type: none"> a. Good knowledge of Computers - Windows and Microsoft Office applications specially MS Word, MS Excel, MS PowerPoint. b. Confident, self-driven and team player. c. Ability to read, write and speak in English.
Nutritionist	<ul style="list-style-type: none"> • Maintaining the data of materials/resources to manpower engaged in KISCE Scheme. • Assisting, coordinating and managing the implementation of KISCE Scheme. • All work related to administration at KISCE. • Coordinating with different departments in queries related KISCE. • Drafting letter, file noting, order etc.

	<ul style="list-style-type: none"> • Any other work assigned by the reporting authority. • General : <ul style="list-style-type: none"> a. Good knowledge of Computers - Windows and Microsoft Office applications specially MS Word, MS Excel, MS PowerPoint. b. Confident, self-driven and team player. c. Ability to read, write and speak in English.
Masseur/Masseuse (Grade I)	<ul style="list-style-type: none"> • Focus on sports massage, recovery and relaxation. • Help clients with pain, stress and physical ailments by massaging and kneading muscles and soft tissues, in order to relax the athletes' muscles. • Advise clients on relaxation techniques to help prevent muscle problems and relieve stress. • Study a client's physical history and prepare and apply oils to the client's skin in order to improve the massage experience. • Use of other electrical massaging techniques and recovery aid. • Work on the field with the athletes • Any other duties assigned by High Performance Director, Sports Science Head and Commissioner DSYS.
Nursing Assistant (Grade I)	<ul style="list-style-type: none"> • Assist medical practioner during medical emergencies • Inventory management • Assist in medical equipment calibration and maintenance • Management of biological samples • Any other duties assigned by High Performance Director, Sports Science Head and Commissioner DSYS..
Ground man	<ul style="list-style-type: none"> • To Maintain Ground. • Helper to the Head Coach/Assistant Coach/Technician at the time coaching. • To Drop and pick up Equipment on the ground. • To make arrangement of drinking water on the ground. • Any other duties assigned by High Performance Director, Sports Science Head and Commissioner DSYS.

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Directorate of Sports & Youth Services, Maharashtra State
 Shivchhatrapati Sports Complex, Mahalunge Balewadi, Pune – 411 045.



**Application Form for the post of Assistant Coach/Assistant Coach Cum
 Technician -Discipline-..... (which applicable)**

1	Name of the Applicant	
2	Age & Date of Birth	
3	Sex	
4	Nationality	
5	Permanent Address	
6	Address of Correspondence	
7	Telephone (Landline/Mobile)	
8	Email Address	
9	Educational Qualification	Educational
		Professional
9	Total Year of Experience as on dateYears Months

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10	Name of the	Period	Designation	Role and Responsibilities
	Institution			
I				
II				
III				
IV				
V				
11.	Achievements-			

DECLARATION

I do hereby declare that all the statement made in this application are true, competent and correct to the best of my knowledge and belief. I understand that in the event of any particular information given above being found false or incorrect, my candidature for the post is liable to be rejected and my services are liable to be terminated forthwith any notice tome.

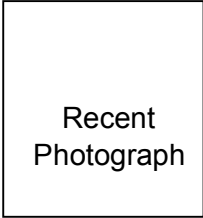
Place:

Date:

Signature & Name of the Applicant:

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Directorate of Sports & Youth Services, Maharashtra State
Shivchhatrapati Sports Complex, Mahalunge Balewadi, Pune – 411 045.



Application Format (For Doctor)

Application for the Post : _____

1	Full Name in Capital Letters (As per the Matriculation Certificate)	
2	Father's Name (As per the Matriculation Certificate)	
3	Mother's Name	
2	Date of Birth (As per the Matriculation Certificate)	
3	Sex	
4	Nationality	
5	Permanent Address	
6	Address of Correspondence	
7	Telephone (Landline/Mobile)	
8	Email Address	

9. Education Qualifications Matriculation onwards:

S. No.	Certificate/Degree	Subject	Institute/University	Year of Passing	Marks obtained

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10. Work Experience:

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

11. Publications:

S. No.	Author(s)	Title	Name of the Journal	Year

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)

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Directorate of Sports & Youth Services, Maharashtra State
Shivchhatrapati Sports Complex, Mahalunge Balewadi, Pune – 411 045.

APPLICATION FORM (For Masseur)

Recent
Photograph

Application for the Post : _____

1	Full Name in Capital Letters (As per the Matriculation Certificate)	
2	Father's Name (As per the Matriculation Certificate)	
3	Mother's Name	
2	Date of Birth (As per the Matriculation Certificate)	
3	Sex	
4	Nationality	
5	Permanent Address	
6	Address of Correspondence	
7	Telephone (Landline/Mobile)	
8	Email Address	

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9. Academic Qualifications:

QUALIFICATION	NAME AND ADDRESS OF COLLEGE/INSTITUTION	UNIVERSITY	YEAR OF PASSING
10+2			
Higher Qualification			

10. 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	

//2//

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 Services.

Place:

Date:

Name & Signature of Candidate

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Directorate of Sports & Youth Services, Maharashtra State
Shivchhatrapati Sports Complex, Mahalunge Balewadi, Pune – 411 045.
APPLICATION FORM (For Ground Man)

Recent
Photograph

Application for the Post : _____

1	Full Name in Capital Letters (As per the Matriculation Certificate)	
2	Father's Name (As per the Matriculation Certificate)	
3	Mother's Name	
2	Date of Birth (As per the Matriculation Certificate)	
3	Sex	
4	Nationality	
5	Permanent Address	
6	Address of Correspondence	
7	Telephone (Landline/Mobile)	
8	Email Address	

9. Academic Qualifications:

QUALIFICATION	NAME AND ADDRESS OF SCHOOL/COLLEGE/INSTITUTION	BOARD/UNIVERSITY	YEAR OF PASSING
10			
10+2			
Higher Qualification			

//2//

10. Sports Participation :

Sr.No.	Name of Competition, Place and duration	Level	Achievements

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 Services.

Date :

Place :

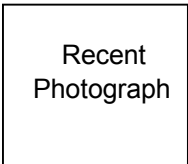
Candidate

Name & Signature of

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Directorate of Sports & Youth Services, Maharashtra State
Shivchhatrapati Sports Complex, Mahalunge Balewadi, Pune – 411 045.
APPLICATION FORM (For Young Professional, Nutritionist & Nursing Assistant)

Application for the Post : _____



1	Full Name in Capital Letters (As per the Matriculation Certificate)	
2	Father's Name (As per the Matriculation Certificate)	
3	Mother's Name	
2	Date of Birth (As per the Matriculation Certificate)	
3	Sex	
4	Nationality	
5	Permanent Address	
6	Address of Correspondence	
7	Telephone (Landline/Mobile)	
8	Email Address	

9. Educational Qualifications (Matriculation onwards)

Sl. No.	Certificate/Degree	Subject	Institute/University	Year of Passing	Percentage/CGPA

10. Work Experience :

Sl. No.	Organization/ Institute	Period (From-To)	Nature of Work	Remarks

Total Experience (In Months) :

11. Sports Participation :

a. International Level

Sl.No.	Event	Position

b. National Level

Sl.No.	Event	Position

Kindly attach self-attested copies of the above certificates (education, work experience and sports competitions)

Place:

Name & Signature of Candidate

Date :

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