



**“KHELO INDIA STATE CENTRE OF EXCELLENCE, MAHARASHTRA”**

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

Website : [sports.maharashtra.gov.in](http://sports.maharashtra.gov.in) E-mail : [desk11dsys-mh@gov.in](mailto:desk11dsys-mh@gov.in), [mahakridapeeth@gmail.com](mailto:mahakridapeeth@gmail.com)

**Annexture-1**

No.KISCE/Appointment/3<sup>rd</sup> Phase/2022-2023/(2)/D-11

Date: 04-05-2022

**DIRECTORATE OF SPORTS & YOUTH SERVICES, MAHARASHTRA STATE  
INVITES APPLICATIONS FOR COACHING AND SPORTS SCIENCE STAFF ON  
CONTRACT BASIS**

Directorate of Sports & Youth Services, Maharashtra State invites applications from the eligible candidates for engagement as Coaching and Sports Science staff on contract basis at Khelo India State Centre of Excellence, Maharashtra,(KISCE) Pune. Job descriptions are attached in Annexure 2.

S.No.	Designation/Post	Total Vacancy
1	Assistant Coach	4 (Athletics - 1 Male & 1 Female, Cycling -1 Male, Pistol Shooting 10M & 25M - 1)
2	Assistant Coach cum Technician - Shooting	2 ( Male)
3	Sports Medicine Doctor (Lead)	1
4	Nutritionist	1
5	Physiotherapist Grade II	1 ( Male)
6	Physiotherapist Grade I	1 ( Female)
7	Young Professional	1
8	Masseur	2 ( 1 Male & 1 Female)
9	Nursing Assistant	1 ( Male)
10	Groundman	2 (Athletics – 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	Diploma in Coaching from SAI, NS NIS, or from any other Organization Indian/ Foreign University OR

				<p>Olympic/International Participation OR Dronacharya Awardees OR Utkrusht Kreeda Margadhashak Awardee/Shivchhatrapati Awardee. OR Coaching license/certification on 'C' level or 'D' level from ISSF. (Only for Shooting)</p>
2	Assistant Coach cum Technician-Shooting	25,000/-	Below 45 years	<p>a. MS CIT Computer Course b. Basic Course of Computer Hardware and Networking c. Good knowledge of Computers-Windows and Microsoft Office application specifically MS Word, MS Excel, MS Power point.  OR Bachelors Of Computer Application/Bachelors of Computer Science.</p>
3	Sports Medicine Doctor (Lead)	1,00,000/-	Below 45 years	<p><b>Essential:</b> MD or Post Graduate Diploma in Sports Medicine recognized by erstwhile MCI</p> <p><b>Experience:</b> Minimum five years of research/work experience with the national/state athletes for Post Graduate Diploma in Sports Medicine  <b>OR</b> Minimum two years of research/work experience with the national/state athletes for MD in Sports Medicine</p> <p><b>Desirable-</b></p> <ul style="list-style-type: none"> <li>• Incorporation of research and development activities &amp; Research Guide</li> <li>• Responsible for approval of the research project carried out by the team</li> </ul>
4	Nutritionist	75,000/-	Below 40 years	<p><b><u>Essential Educational Qualifications.</u></b> M.Sc. (Nutrition) from any recognized Indian or Foreign</p>

				<p>University.</p> <p><b><u>Essential Work Experience.</u></b></p> <ul style="list-style-type: none"> <li>• Minimum 3 years of experience including 1 year working with sports academies/Institutions.</li> </ul>
5	Physiotherapist Grade II	60,000/-	Below 45 years	<p><b><u>Essential Educational Qualifications.</u></b></p> <p>Masters in Physiotherapy from any recognized Indian or Foreign University.</p> <p><b><u>Essential Work Experience.</u></b></p> <p>Minimum 3 years of work experience as Physiotherapist.</p>
6	Physiotherapist Grade I	40,000/-	Below 45 years	<p><b><u>Essential Educational Qualifications.</u></b></p> <p>Masters in Physiotherapy from any recognized Indian or Foreign University.</p> <p><b><u>Essential Work Experience.</u></b></p> <p>Minimum 3 years of work experience as Physiotherapist.</p>
7	Young Professional	40,000/-	Below 45 years	<p><b><u>Qualifications:</u></b></p> <p><b>Essential :</b> Master's 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>OR</p> <p>Graduate with at least Three years of work experience</p> <p><b>Desirable:</b> 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.</p>
8	Masseur	35,000/-	Below 35 Years	<p><b><u>Essential Educational Qualifications.</u></b></p> <p>Passed 10+2 from a recognized board with a certificate course/skill development program for Masseur/ Masseuse/Massage Therapy/ Sports Masseur/ Masseuse from a</p>

				recognized institution. <b><u>Essential Work Experience.</u></b> Minimum 2 years of work experience as Masseur/ Masseuse.
9	Nursing Assistant	25,000/-	Below 35 Years	<b><u>Essential Educational Qualifications.</u></b> Diploma in Nursing from a recognized university/ institute <b><u>Essential Work Experience.</u></b> Minimum two years of work experience in hospital
10	Ground man	15000	Below 45 years	<b>Essential:-</b> 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 3.

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 24/05/2022 till 5 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 24/05/ 2022
- 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.

## **Job Responsibilities/Description of Designation/Post**

### **1) Assistant Coach**

#### **Responsibilities**

Assistant Coach's roles vary hugely according to context, but typical work activities are likely to include:

#### **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.

- 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.

#### **Planning and Administration**

- 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 transporting trainees to and from training sessions and sports events;
- Seeking and applying for sponsorship agreements by engaging all stakeholders.
- Finding appropriate competitions for participants.
- Planning work schedule in consultation with other coaches.



## **What to expect**

- Assistant 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.

## **Skills**

- 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.
- Excellent communication and interpersonal skills
- 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 achieve the common goal of excellence development.

### **2) Assistant Coach Cum Technician – Shooting**

- 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.

### **3) Sports Medicine Doctor (Lead) :**

- Shall conduct annual medical examination of all camps at the beginning of national coaching camp and communicate the results
- Shall be attending all day to day injuries of athletes and staff of the concerned centre
- To conduct counseling with the athlete who are deficient in biochemical

- markers and evolve a suitable plan to correct the deficiency if any
- Shall be head for medical team and would work closely with the team physiotherapist and masseur for injury management, return to play and rehabilitation
- Contribute in applied research
- Publications in SCI indexed peer reviewed journals published in India or abroad
- Any other duties assigned by High Performance Manager, Sports Science Head and and Commissioner, Sports & Youth Services, Maharashtra State..

#### **4) Nutritionist :**

- Evaluation of the nutritional status and dietary needs of athletes using established department protocols / standards and generate individual reports.
- Developing sport specific monthly cyclic menu chart for athletes and standardize all recipes provided in the menu.
- Making regular mess visits for menu compliance, taste, and right cooking procedures.
- Monitoring hygiene, sanitation and cleanliness of the kitchen, dining and allied area.
- Promoting healthy eating and lifestyle habits and develop personalized nutrition plans and individualized counseling sessions.
- Organizing, develop, analyze, test, and prepare special meals in cases of sickness or addressing nutritional deficiencies.
- Conducting group counseling by motivating athletes towards achieving compliance and other suggested recommendations.
- Coordinating with sports science support team, Sports science head, Centre head and other administrative staff.
- Undertake Any other duties assigned by High Performance Director, Sports Science Head and Commissioner, Sports & Youth Services, Maharashtra State.

#### **5) Physiotherapist Grade II :**

- Planning and development of physiotherapy protocols.
- Maintain the record of present and past injuries for the athletes in the camp/center
- Management of hydrotherapy, sauna/steam bath and other facilities available to the center.
- Evolve injury prevention strategy for the athlete in consultation with the team doctor
- Injury management in field.
- Shall be responsible for day to day injury prevention and rehabilitation of the athletes
- Assist in injury prevention strategy
- Any other duties assigned by High Performance Director, Sports Science Head and Commissioner, Sports & Youth Services, Maharashtra State.

**6) Physiotherapist Grade I :**

- Planning and development of physiotherapy protocols.
- Maintain the record of present and past injuries for the athletes in the camp/center
- Management of hydrotherapy, sauna/steam bath and other facilities available to the center.
- Evolve injury prevention strategy for the athlete in consultation with the team doctor
- Injury management in field.
- Shall be responsible for day to day injury prevention and rehabilitation of the athletes
- Assist in injury prevention strategy
- Any other duties assigned by High Performance Director, Sports Science Head and Commissioner, Sports & Youth Services, Maharashtra State.

**7) Young Professional**

- 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 :
  - 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.

**8) Masseur :**

- 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, Sports & Youth Services, Maharashtra State.

**9) Nursing Assistant :**

- Assist medical actioner 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 Regional Head and Commissioner, Sports & Youth Services, Maharashtra State.

**10)        Ground man :**

- 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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**Application Format**

Recent  
Photograph

**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).....

**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)**