

संघ प्रदेश दादरा एवं नगर हवेली तथा दमण एवं दीव प्रशासन,  
UT. ADMINISTRATION OF DADRA & NAGAR HAVELI AND DAMAN & DIU,  
खेल अनुभाग के प्रमुख का कार्यालय,  
OFFICE OF THE HEAD OF SPORTS SECTION,  
खेल विभाग, दमण  
"SPORTS DEPARTMENT, DAMAN",  
जेटी उद्यान के पास,  
NEAR JETTY GARDEN,  
नानी दमण - 396210  
NANI DAMAN - 396 210.  
E-mail : [sports-dmn-dd@nic.in](mailto:sports-dmn-dd@nic.in) , [ddsports\\_dmn@yahoo.in](mailto:ddsports_dmn@yahoo.in)  
Tel. No. 0260 - 2251232

No.DMN/SPORTS/NEW KIC/2024-25/ 65


Dated: 24/06/2024

**RECRUITMENT OF PAST CHAMPION ATHLETE AS COACH / MENTORS IN THE DISCIPLINE OF FOOTBALL, VOLLEYBALL AND TABLE TENNIS FOR KHELO INDIA CENTRE AT DISTRICT LEVEL.**

The Department of Youth Affairs & Sports, DNH & DD is inviting applications from the Past Champion Athletes of the State for hiring of Coaches in the discipline of Football, Volleyball & Table Tennis for the following Khelo India Centres on purely contractual basis. Remuneration Rs.25,000/- per month.

SN	Name of the District	Sports Discipline	Name of the Centre (Under the Organization)	No. of Post	Tenure
1	DNH	Football	Sports Council, Silvassa	01	1 Year
2	Daman	Volleyball	Daman Sports Society, Daman	01	1 Year
3	Diu	Table Tennis	Diu District Sports Council, Diu	01	1 Year

Eligible interested candidates may apply in the prescribed format Annexure - 'A' by post or directly visiting the office of the Department of Youth Affairs & Sports, DNH & DD. The prescribed format and eligibility-criteria details are available in the official website - <https://ddd.gov.in>. Applications duly signed 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 Director-cum-Joint Secretary, Youth Affairs & Sports, Near DMC Garden, Jetty Road, Nani Daman - 396210. The application process will be started w.e.f. 25 .06.2024 to 09 .07.2024 (5:00 PM), applications received after 09 .07.2024 (5:00 PM) shall not be entertained. Only short-listed candidates shall be called for the interview.

  
Director-cum-Joint Secretary,  
Youth Affairs & Sports,  
DNH & DD (UT.)

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**ELIGIBILITY-CRITERIA FOR HIRING OF PAST CHAMPION ATHLETE AS COACH / MENTORS IN THE DISCIPLINE OF FOOTBALL, VOLLEYBALL AND TABLE TENNIS FOR KHELO INDIA CENTRE UNDER KHELO INDIA SCHEME.**

**1. Educational Qualification:**

Qualification required (Minimum )
Graduation

**2. Essential Qualifications (Eligibility Criteria):**

Order of preference	Individual Sports	Team Sports
1 <sup>st</sup> Preference	Represented India at recognised International Competition under recognised NSF/Association of respective sport.	Represented India at recognised International Competition under recognised NSF/Association of respective sport.
2 <sup>nd</sup> Preference	Medal Winner at Senior National Past Championship conducted by recognised NSF OR Medal winner at Khelo India Games	Part of medal winning team at Senior National Past Championship conducted by recognised NSF OR Part of medal winning team at Khelo India Games
3 <sup>rd</sup> Preference	Medal winner at National AIU Past championship	Part of medal winning team at National AIU past championship.
4 <sup>th</sup> Preference	Represented State in Senior National Past Championships conducted by recognized NSF OR Participation in Khelo India Games	Represented State in Senior National Past Championships conducted by recognized NSF OR Participation in Khelo India Games

**3. Age:** The maximum age shall not be more than 40 years on the last date of receipt of application.

**4. Remuneration:** Rs. 25,000/- (Rupees Twenty-Five Thousand Only) per month.

## **5. Job Description of Past Champion Athlete as Coach:**

- a. Instruct or coach groups or individuals in the fundamentals of sports for the primary purpose of competition. Demonstrate techniques and methods of participation. May evaluate athletes' strengths and weaknesses as possible recruits or to improve the athletes' technique to prepare them for competition.
- b. **Responsibilities (Planning & administration):**
  - i. Producing personalized training programmes.
  - ii. Maintaining records of trainees' performance, evaluation, skills and fitness.
  - iii. Coordinating trainees' attendance at meetings and other sports events.
  - iv. Planning and running programmes of activities for groups and individuals that will enable athletes to achieve maximum performance.
  - v. Finding appropriate competitions for participants.
  - vi. Planning work schedule in consultation with the competent authority / Director (YA&S) / KISCE.
  - vii. Ensuring to submit detail evaluation report of trainee's performances (monthly) to the Director (YA&S) / KISCE / Department of YA&S Office.
- c. **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.
  - i. Adapting to the needs and interests of group or individual trainees.
  - ii. Communicating instructions and commands using clear, simple language.
  - iii. Encouraging participants to gain and develop skills, knowledge and techniques.
  - iv. Ensuring that trainees train and perform to a high standard of health and safety at all times.
  - v. Inspiring confidence and self-belief.
  - vi. Acting as a role model, gaining the respect and trust of the people.
  - vii. Liaising with other partners in performance management, such as Coaches, Physiotherapists, Doctors and Nutritionists.
  - viii. 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.

## **6. General Conditions:**

- a. **Tenure:** The contractual engagement will be for a period of one (1) year, it may further increase 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.
- 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. **Leave:** Engaged candidate 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.

7. **Confidentiality:**

- a. During the period of engagement with Youth Affairs & Sports Department, DNH & DD, 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.
- b. The engaged candidate at no instance can represent or give opinion or advice to others in any matter, which is adverse to the interest of the Government.

8. **Other Conditions:**

- a. The applications received will be scrutinized and shortlisted on the basis of eligibility-criteria mentioned above in No.1 to 4 & 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 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/her 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 Department of Youth Affairs & Sports, DNH & DD in all matters regarding eligibility, selection and posting would be final and binding upon all candidates.
- f. Department of Youth Affairs & Sports, DNH & DD reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- g. The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in State Department of Youth Affairs & Sports.
- h. Any litigation matters pertaining to employment at State Department of Youth Affairs & Sports shall be restricted to the jurisdiction of the UT. of DNH & DD courts.
- i. Department of Youth Affairs & Sports, DNH & DD reserves the right to terminate the contract, by giving one month notice to Candidates.

## Annexure – ‘A’

To,  
**The Director,**  
Department of Youth Affairs & Sports,  
DNH & DD,  
Daman.

### Application Format

Last date of submission : 09/07/2024 (05:00 PM)

*Recent  
(Passport Size)  
Photograph*

**Name of Sports Discipline & Centre applied for:** .....

**1. Name :** .....

**2. Father/Husband Name:** .....

**3. Date of Birth**  
*(Self attested copy of certificated to be enclosed)* .....

**4. Nationality:** .....

**5. Postal (Permanent) Address:**  
*(Self attested copy of address proof certificated to be enclosed)* .....

**6. Present Address:** .....

**7. Contact Number:** .....

**8. Email Address:** .....

**9. Aadhaar Card No:**  
*(Self attested copy of Aadhaar Card to be enclosed)* .....

**10. Details of Qualification :**

**(a) Education Qualification :**

S. N.	Certificate/Degree (Course Name)	Name of Board / University	Year	% Marks

*(Self attested copy of certificates to be enclosed)*

**(b) Professional Qualification :**

S. N.	Certificate/Degree (Course Name)	Name of Board / University	Year	% Marks

*(Self attested copy of certificates to be enclosed)*

**11. Work Experience :**

S. N.	Organization/Institute	Period From-To	Nature of Work	Remarks

*(Self attested copy of certificates to be enclosed)*

**Total Experience (in Month) .....**

**12. Achievement in Sports :**

**(a) International Level :**

S. N.	Event	Name of the Competition, Date & Venue	Position

*(Self attested copy of certificates to be enclosed)*

**(b) National Level :**

S. N.	Event	Name of the Competition, Date & Venue	Position

*(Self attested copy of certificates to be enclosed)*

**(c) State Level :**

S. N.	Event	Name of the Competition, Date & Venue	Position

*(Self attested copy of certificates to be enclosed)*

**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:

**(Full Signature of the Applicant)**