

No. J-17011/640/2023-MD-SD  
Government of India  
Ministry of Youth Affairs and Sports  
Department of Sports  
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JLN Stadium, New Delhi  
Dated: 24<sup>th</sup> November, 2023

**ADVERTISEMENT NOTICE**

The Department of Sports, Ministry of Youth Affairs and Sports is seeking talented, innovative, and dynamic professionals as Technical Lead (Geo-tagging), Project Co-ordinator (Geo-Tagging- Management), Project Co-ordinator (Geo-Tagging- Zonal Coordination), Technical Co-ordinator (Geo-Tagging-Technical), Technical Co-ordinator (Geo-Tagging-Data Management) and Consultant (Media) under Mission Directorate- Sports Development (MDSD), looking after the Khelo India- National Programme for Development of Sports on purely temporary/ contractual basis. The selected candidate will not have any right to seek regularization in any post in this Ministry. The requirement is categorized into six (06) distinct streams, with the positions outlined as follows:

S. No.	Positions	No. of Positions	Remuneration
1.	Technical Lead (Geo-Tagging)	01	₹ 80,000/- to ₹ 1,00,000/-
2.	Project Co-ordinator (Geo-Tagging- Management)	01	₹ 70,000/- to ₹ 90,000/-
3.	Project Co-ordinator (Geo-Tagging- Zonal Coordination)	01	
4.	Technical Co-ordinator (Geo-Tagging-Technical)	01	
5.	Technical Co-ordinator (Geo-Tagging-Data Management)	01	
6.	Consultant (Media)	01	₹ 80,000/- to ₹ 1,00,000/-
<b>Total</b>		<b>06</b>	

1	Post	<b>Technical Lead (Geo-Tagging)</b>
2	Requirement	<b>01</b>
3	Eligibility Criteria	<p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Post Graduate degree in any discipline/ Graduation (BE/ B. Tech) or 2 Years PG Diploma in Management or, possessing any professional degree earned after study of 04 years or more acquired after 10+2.</li> <li>• A total of 7 years of experience with minimum 01 years of experience in the field of sports administration/ management/ analytics.</li> <li>• Experience in Data Analysis and Data Visualization.</li> <li>• Experience of at least 2 years' in designing and maintaining effective geo-data bases.</li> <li>• Maximum Age Limit – 50 years (on the date of advertisement).</li> <li>• Experience in coordinating high level meetings as well stakeholders' consultation with the Central &amp; State government, PSUs, Associations etc</li> </ul> <p><b>Desirable Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Master's/MBA in Sports Management</li> <li>• Ability to complete all phases of project management life cycle including requirement analysis and gathering, design, testing, delivery and support.</li> <li>• Ability to manage large scale project.</li> <li>• Should have working knowledge of using a latest development tools and techniques.</li> <li>• Team-player with strong communication &amp; collaboration skills within or across the teams.</li> <li>• Must have good problem solving and analysis skills.</li> <li>• Application of agile development processes in leadership capacity.</li> <li>• Previous experience leading development teams.</li> <li>• Expertise in Resource Management.</li> </ul>
4	Scope of Work	<ul style="list-style-type: none"> <li>• Liaison with States/UTs and DPIIT for having sports infrastructure data in the desired format from respective State/UT.</li> <li>• Liaison with BISAG-N and assisting the department in having the sports infrastructure data through the mobile application developed for capturing the sports infrastructure data and feeding it on PM Gati Shakti Portal and assisting State/ UTs in using the mobile application</li> <li>• Management and monitoring of PM Gati Shakti portal in respect of the data being uploaded.</li> <li>• Data analytics for utilization of data in generation of reports.</li> <li>• Any other duties assigned by Head of the Division.</li> </ul>

1	Post	<b>Project Co-ordinator (Geo-Tagging- Management)</b>
2	Requirement	<b>01</b>
3	Eligibility Criteria	<p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Post Graduate degree in any discipline/Graduation (BE/ B. Tech) or 2 Years PG Diploma in Management or, possessing any professional degree earned after study of 04 years or more acquired after 10+2.</li> <li>• A total of 3 years of experience with minimum 01 years of experience in the field of sports administration /management / analytics.</li> <li>• Maximum Age Limit – 50 years (on the date of advertisement).</li> <li>• Experience in Data Analysis and Data Visualization.</li> </ul> <p><b>Desirable Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Ability to complete all phases of project management life cycle including requirement analysis and gathering, design, testing, delivery and support.</li> <li>• Should have working knowledge of using a latest development tools and techniques.</li> <li>• Team-player with strong communication &amp; collaboration skills within or across the teams.</li> <li>• Must have good problem solving and analysis skills.</li> <li>• Application of agile development processes in leadership capacity.</li> <li>• Expertise in data analysis tool like Excel and report generation.</li> <li>• Experience in coordinating stakeholders' consultations with the Central &amp; State government, PSUs, Industry Associations etc.</li> </ul>
4	Scope of work	<ul style="list-style-type: none"> <li>• Liaison with States/UTs and DPIIT for having sports infrastructure data in the desired format from respective State/UT.</li> <li>• Liaison with BISAG-N</li> <li>• Management and monitoring of PM Gati Shakti portal in respect of the data being uploaded.</li> <li>• Data analytics for utilization of data in generation of reports.</li> <li>• Any other duties assigned by Head of the Division.</li> </ul>

1	Post	<b>Project Co-ordinator (Geo-Tagging- Zonal Coordination)</b>
2	Requirement	<b>01</b>
3	Eligibility Criteria	<p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Post Graduate degree in any discipline/ Graduation (BE/ B. Tech) or, possessing any professional degree earned after study of 04 years or more acquired after 10+2.</li> <li>• A total of 3 years of experience with minimum 01 years of experience in the field of sports technology/ administration / management / analytics.</li> <li>• Maximum Age Limit – 50 years (on the date of advertisement).</li> <li>• Experience of at least 1 years in management of Geo-data based applications, its deployed team and coordination with different stakeholders.</li> </ul> <p><b>Desirable Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Ability to complete all phases of project management life cycle including requirement analysis and gathering, design, testing, delivery and support.</li> <li>• Should have working knowledge of using a latest development tools and techniques.</li> <li>• Team-player with strong communication &amp; collaboration skills within or across the teams.</li> <li>• Must have good problem solving and analysis skills.</li> <li>• Application of agile development processes in leadership capacity.</li> <li>• Expertise in data analysis tool like Excel and report generation.</li> </ul>
4	Scope of work	<ul style="list-style-type: none"> <li>• Development of computer based tools etc. for analysis of data.</li> <li>• Liaison with States/UTs and DPIIT for having sports infrastructure data in the desired format from respective State/UT.</li> <li>• Liaison with BISAG-N for technical support.</li> <li>• Management and monitoring of PM Gati Shakti portal in respect of the data being uploaded.</li> <li>• Data analytics for utilization of data in generation of reports.</li> <li>• Any other duties assigned by Head of the Division.</li> </ul>

1	Post	<b>Technical Co-ordinator (Geo-Tagging-Data Management)</b>
2	Requirement	<b>01</b>
3	Eligibility Criteria	<p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Post Graduate degree in any discipline/ Graduation (BE/ B. Tech) or, possessing any professional degree earned after study of 04 years or more acquired after 10+2.</li> <li>• A total of 3 years of experience with minimum 01 years of experience in the field of sports administration /management / analytics.</li> <li>• Maximum Age Limit – 50 years (on the date of advertisement).</li> <li>• Experience of at least 1 years in management of large scale (pan India) Geo-data, data analysis, data visualization and data reporting.</li> <li>• Experience in data cleaning and building up of large scale data repository.</li> </ul> <p><b>Desirable Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Ability to complete all phases of project management life cycle including requirement analysis and gathering, design, testing, delivery and support.</li> <li>• Should have working knowledge of using a latest development tools and techniques.</li> <li>• Team-player with strong communication &amp; collaboration skills within or across the teams.</li> <li>• Must have good problem solving and analysis skills.</li> <li>• Application of agile development processes in leadership capacity.</li> <li>• Expertise in data analysis tool like Excel and report generation.</li> </ul>
4	Scope of work	<ul style="list-style-type: none"> <li>• Development of computer based tools etc. for analysis of data.</li> <li>• Liaison with States/UTs and DPIIT for having sports infrastructure data in the desired format from respective State/UT.</li> <li>• Liaison with BISAG-N for technical support.</li> <li>• Management and monitoring of PM Gati Shakti portal in respect of the data being uploaded.</li> <li>• Data analytics for utilization of data in generation of reports.</li> <li>• Any other duties assigned by Head of the Division.</li> </ul>

1	Post	<b>Technical Coordinator (Geo-Tagging-Technical)</b>
2	Requirement	<b>01</b>
3	Eligibility Criteria	<p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Post Graduate degree in any discipline/ Graduation (BE/ B. Tech) or, possessing any professional degree earned after study of 04 years or more acquired after 10+2.</li> <li>• A total of 3 years of experience with minimum 01 year of experience in the field of sports administration /management / analytics.</li> <li>• Maximum Age Limit – 50 years (on the date of advertisement).</li> <li>• Experience of at least 1 year in software development involving Geo-spatial technologies, software management and providing software maintenance and support services.</li> </ul> <p><b>Desirable Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Ability to complete all phases of project management life cycle including requirement analysis and gathering, design, testing, delivery and support.</li> <li>• Should have working knowledge of using a latest development tools and techniques.</li> <li>• Team-player with strong communication &amp; collaboration skills within or across the teams.</li> <li>• Must have good problem solving and analysis skills.</li> <li>• Application of agile development processes in leadership capacity.</li> <li>• Expertise in data analysis tool like Excel and report generation.</li> </ul>
4	Scope of work	<ul style="list-style-type: none"> <li>• Development of computer based tools etc. for analysis of data.</li> <li>• Liaison with States/UTs and DPIIT for having sports infrastructure data in the desired format from respective State/UT.</li> <li>• Liaison with BISAG-N for technical support.</li> <li>• Management and monitoring of PM Gati Shakti portal in respect of the data being uploaded.</li> <li>• Data analytics for utilization of data in generation of reports.</li> <li>• Any other duties assigned by Head of the Division.</li> </ul>

1	Post	<b>Consultant (Media)</b>
2	Requirement	<b>01</b>
3	Eligibility Criteria	<p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Bachelor Degree (Minimum 3 years) in Mass Communication or Journalism from a recognized University or Post Graduation Certificate/ Diploma in Mass Communication or Journalism from a Recognized Institute.</li> <li>• Minimum 7 years of experience (in a relevant field as mentioned in Scope of Work) after attaining Bachelor Degree from a recognized University or Minimum 5 years of experience (in a relevant field as mentioned in Scope of work) after attaining Post Graduation Certificate/Diploma from a recognized institute.</li> <li>• Experience of computer skills and proficiency in working on office software/ other applications, including MS word, excel and PowerPoint.</li> <li>• Maximum Age Limit – 50 years (on the date of advertisement)</li> </ul> <p><b>Desirable Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Experience in any Government/Semi Govt./Autonomous/PSU as per Scope of Work.</li> <li>• Knowledge of written and spoken English and working knowledge of Hindi.</li> <li>• Knowledge of Government Administrative Regulations</li> <li>• Experience in Sports Sector.</li> </ul>
4	Scope of Work	<ul style="list-style-type: none"> <li>• Management of social media related activities of Khelo India.</li> <li>• Ensure the smooth operation of social media accounts of Khelo India/MYAS</li> <li>• Work for boosting the image of Khelo India/ D/o Sports, MYAS in public domain</li> <li>• Drafting of presentations for Khelo India Events.</li> <li>• Drafting of Press Release of Khelo India/MYAS</li> <li>• Coordinating with different departments in queries related publications of news, articles and advertisements.</li> <li>• Maintain the data bank of the material/resources related to Khelo India Scheme.</li> <li>• Any other work assigned by the Reporting Officer.</li> <li>• Coordinating with PIB.</li> <li>• Any other duties assigned by Head of the Division.</li> </ul>

## **CRITERIA FOR SHORT LISTING OF CANDIDATES FOR THE INTERVIEW**

Candidate will be shortlisted in the ratio of 1:5 with following criteria for which necessary documents to be attached along with the application:

- I. Weightage for marks in Essential Qualification (30 Marks) with further break-up as given below:**
  - i. Greater or equal to 60% - 30 marks
  - ii. 50% - 60% - 20 marks
  - iii. 45% - 50% - 10 marks
  - iv. Less than 45% - 0 marks
- II. Weightage work experience (50 marks) with further break-up as:**
  - i. Greater than 08 years – 50 marks
  - ii. 04-08 years – 35 marks
  - iii. Up to 04 years – 25 marks
- III. Weightage for work experience in Sports Sector (10 marks) with further break-up as:**
  - i. Greater than 5 years – 10 marks
  - ii. 03-04 years – 08 marks
  - iii. Less than 2 years – 05 marks
- IV. Weightage work experience in any Government/Semi-Government/Autonomous/PSU (10 marks) in a relevant field as mentioned in Scope of Work with further break-up as:**
  - i. Greater than 02 years – 10 marks
  - ii. 01-02 years – 05 marks

### **Note:**

- The above mentioned shortlisting criteria will be used for calling the candidates to appear in the Interview.
- The final merit will be based on the score obtained in the interview only.

## **REMUNERATION**

As mentioned in the table in para no. 1. There will be an annual increment, on the basis of the performance. No DA admissible over this fixed amount.

In case of duration of contract is more than one year, the remuneration of individuals may be reviewed after completion of one year and the enhancement shall be as under, on the basis of performance:

<b>Performance*</b>	<b>Enhancement in remuneration</b>
Performed only routine/ assigned work	Nil
Individuals who made significant contribution in their domain and have shown exceptional quality in providing the desired output as expected by higher authorities on the assigned/ specific task.	Upto 7% of the remuneration

\* Performance not to be judged merely on the ground obtained on the Annual Performance.

## **TENURE**

The contractual engagement will be initially for a period of 01 (One) years further extendable as per requirement, subject to satisfactory performance review by respective Controlling Officer. The contract can be terminated by giving a 30 days' Notice period by either party, i.e., MYAS or the employee. In cases of extreme impropriety by the employee, the contract will be terminated immediately without prior notice.

## **LEAVE**

Selected candidates shall be eligible for eighteen (18) days leave in a calendar year on pro-data basis. No remuneration for period of absence in excess of the admissible leave will be paid.

## **TAX DEDUCTION AT SOURCE**

TDS admissible be deducted from the monthly remuneration of the selected candidates. A TDS certificate shall be issued, as applicable, on demand.

## **REIMBURSEMENT OF OR GRANT OF ADVANCE FOR DOMESTIC TOUR**

The Individual Consultant may require to undertake domestic official tours with due approval and they will be allowed the following reimbursement of or grant of advance for official expenditure as given below: -

<b>Mode of Journey</b>	<b>Reimbursement of Hotel, Taxi and Food bills</b>
Air in Economy Class or, by rail in AC Two Tier	Hotel accommodation of upto ₹ 2250/-per day; taxi charges upto ₹ 338/- pre day for travel local journey within the city and food bills not exceeding ₹ 900/- per day shall be allowed.

## **SELECTION PROCEDURE:**

- Selection of candidates will be based on the interview for which no TA/DA will be paid.
- The candidates will be called for interview after shortlisting of the candidates on the basis of suitable criteria.

## **HOW TO APPLY:**

The subject shall be submitted with the heading “Application for Technical Lead (Geo-tagging)/ Project Co-ordinator (Geo-Tagging-Management/ Technical) in MDSD, on temporary/ contractual basis”. The following documents need to be enclosed: -

### **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/10<sup>th</sup> Marksheet
- b. Educational Qualification from Matriculation onwards.
- c. Address Proof

The duly filled application in the prescribed pro forma along with the following documents may be sent to email ID: [chanchal.op@gov.in](mailto:chanchal.op@gov.in)/ [mdsd-myas@gov.in](mailto:mdsd-myas@gov.in) bearing the subject.

The final selection will be done by the Selection Committee constituted for this purpose. The decision of the Selection Committee on selection of candidates will be final.

**LAST DATE OF RECEIPT OF APPLICATION**

10 days from the date of issue of this Advertisement Notice in the website of Ministry of Youth Affairs and Sports.

**The above positions are purely on temporary and contractual basis. The selected candidate will not have any right to seek regularization in any post in this Ministry.**

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## Proforma

**Pro forma for application to the post of Technical Lead (Geo-tagging)/ Project Co-ordinator (Geo-Tagging- Management)/ Project Co-ordinator (Geo-Tagging- Zonal Coordination)/ Technical Co-ordinator (Geo-Tagging-Technical)/ Technical Co-ordinator (Geo-Tagging-Data Management)/ Consultant (Media)**

To

The Under Secretary,  
Mission Directorate-Sports Development  
Department of Sports, Ministry of Youth Affairs and Sports,  
Government of India.  
Hall No. 109, Jawaharlal Nehru Stadium, New Delhi – 110003.

Affix  
Recent  
Photograph

1. Name:.....
2. Father's Name/Mother's Name:.....
3. Date of Birth:.....
4. Nationality:.....
5. Address for communication:.....
6. Contact Number:.....
7. Email address:.....
8. Educational Qualification (From Matriculation onwards):

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

9. Work Experience, including current engagement:

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

### 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.

(Signature of the Applicant)

Place:

Date: