



Government of Tripura
Directorate of Youth Affairs & Sports
Office Lane, Shiksha Bhavan, 4th Floor
Agartala, West Tripura
E-mail: yasdirector14@gmail.com

Advertisement No: KISCE/2024/03

Dated, the December 31, 2024

HIRING OF MANPOWER (CONTRACTUAL)
FOR KHELO INDIA STATE CENTRE OF EXCELLENCE.

The Education (Youth Affairs & Sports) Department, Govt. of Tripura is inviting applications from the eligible citizens of India for filling up the following post for the Khelo India State Centre of Excellence (KISCE), Badharghat, Agartala under Khelo India Scheme on purely contractual basis.

Details of the Posts:

Sl. No.	Name of the Post	No. of Post	Monthly Remuneration (in Rs.)	Tenure
1.	Head Coach – Athletics	1	1,00,000 – 1,50,000	1 Yr.
2.	Strength & Conditioning Expert	1	1,00,000 – 1,50,000	1 Yr.
3.	Nutritionist	1	75,000 – 1,00,000	1 Yr.

The details of eligibility, qualification, terms & condition, necessary documents, application format, etc. are available in the official website – <https://yas.tripura.gov.in>. Interested candidates may apply in the prescribed format duly signed along with self-attested copies of all educational qualification, experience and other testimonials as required to support the candidature of the applicant to the **Director, Youth Affairs & Sports, 4th Floor, Shiksha Bhawan, Office Lane, Agartala - 799001.**

The application process will be started w.e.f. **02.01.2025 to 15.01.2025** except **Govt. Holidays (11.00 AM to 5:00PM)**, applications received after **15.01.2025 (5:00 PM)** shall not be entertained. Applications applied in prescribed format only will be accepted and the short-listed candidates shall be called for the interview.

The Youth Affairs & Sports Department, Govt. of Tripura reserves the right to withdraw this advertisement at any time without assigning any reason.

Signed by Satyabrata Nath
Date: 31-12-2024 13:07:04

(S. B. Nath)
 Director

Youth Affairs & Sports
 Govt. of Tripura

<https://yas.tripura.gov.in>



Government of Tripura
Education Youth Affairs & Sports Department

Eligibility Criteria and Terms & Conditions for the post of (1) Head Coach – Athletics, (2) Strength & Conditioning Expert and (3) Nutritionist.
(Specific requirements, short listing and interview information)

1. HEAD COACH – ATHLETICS:

1.1. ESSENTIAL EDUCATIONAL QUALIFICATIONS:

- i. Diploma in Coaching from SAI NS NIS or from any other Indian / Foreign University and should have represented India in Olympic / World Cup / World Championship. Certificate Course from concerned National / International Federation is a must. Working knowledge of computer is essential. Minimum 10 years of Experience of coaching is required in Athletics.
OR
- ii. Experience in Coaching with Senior / Junior Indian Teams of Decoration of Drunacharya / Arjun / Dhyan Chand Award of who have produced medalists in International Competitions. Any Graduation with ASCA Level-1 or above/CSCS/UK SCA accredited coach/Diploma in fitness training /Certificate course in Fitness Training from Government Institution. Minimum 10 years of Experience of coaching is required in Athletics.
OR
- iii. Central Government / State Government / PSU employees may be allowed to apply for the position. However, the applicable recruitment rules of the Department of Personal & Training (DoPT) will be applicable for all such postings on deputation.
OR
- iv. Permanent Employees of Sports Authority of India (SAI) interested in applying for the position must send a self-attested letter addressed to Sr. Director (Khelo India) sai.slkic@gmail.com and not apply through the advertisement. Whereas contractual employees of SAI must apply as per process directly to KISCE in reply to the advertisement.

1.2. DESIRED QUALIFICATION:

- i. Demonstrated experience in planning, organizing and implementation a comprehensive high performance coaching programmed for International Teams and Athletes.
- ii. Knowledge of leading trends in coaching, including coaching science, practices and the appropriate application of leading technology tools.
- iii. A background in teaching to provide mentoring and instruction to other support coaches and staff involved with the academy.
- iv. The ability to attain excellence from players, coaches, staff and all stakeholders through the establishment of a 'winning' culture.
- v. Effective management skills that reflect ability to build and successfully implement long-term strategic plans that are supported by informed operational decisions.

1.3. AGE LIMIT: The candidate must not have attained **65** years of age as on the closing date of Application.

1.4. REMUNERATION:

Post	Remuneration per month
Head Coach – Athletics	Rs. 1,00,000 – 1,50,000

1.5. JOB DESCRIPTION OF HEAD COACH:

1.6. RESPONSIBILITIES:

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

1.7. PERFORMANCE MANAGEMENT:

Evaluating performance and providing and providing suitable feedback, balancing criticism with positivity and motivation. Assessing strengths and weakness in an athlete's performance and identifying areas for further development.

- a) Adapting to the needs and interests of group or individual trainees.
- b) Communicating instructions and commands using clear, simple language.
- c) Encouraging participants to gain and develop skills, knowledge and techniques.
- d) Ensuring that trainees train and perform to a high standard of health and safety at all times.
- e) Inspiring confidence and self-belief.
- f) Developing knowledge and understanding of fitness, injury, sports psychology, nutrition and sports science.
- g) Working with IT-based resources to monitor and measure performance.
- h) Acting as a role model, gaining the respect and trust of the people.
- i) Liaising with other partners in performance management, such as Coaches, Physiotherapists, Doctors and Nutritionists.
- j) Working to a high legal and ethical standard at all times, particularly in relation to issues such as child safeguard, gender equality, health and safety requirements including protection from sexual harassment.

1.8. PLANNING AND ADMINISTRATION:

- a) Producing personalized training programme.
- b) Maintaining records of trainees' performance.
- c) Coordinating trainees' attendance at meetings and other sports events.
- d) Planning and running programme of activities for group and individuals.
- e) Coordinating with other coaches for transporting to and from training sessions and sports events.
- f) Seeking and applying for sponsorship agreements by engaging all stakeholders.
- g) Finding appropriate competitions for participants.
- h) Planning work schedule in consultation with other coaches.

2. STRENGTH & CONDITIONING EXPERT:

2.1. ESSENTIAL EDUCATIONAL QUALIFICATIONS:

Applications are invited from the interested candidates who possess any of the following degree from a recognized Indian or Foreign University and qualification as follows:

- i. Bachelors or Masters in Sports and Exercise Science/Sports Science/ Sports Coaching.

OR

- ii. Any Graduation with ASCA Level-1 or above/CSCS/UK SCA accredited coach/Diploma in fitness training /Certificate course in Fitness Training from Government Institution.

2.2. CRITERIA FOR SHORT LISTING OF CANDIDATES FOR THE INTERVIEW:

Short listing of candidates to provide an optimum ratio for the interview will be carried out on following basis:

Categories For Evaluation	Max. Marks	Scoring Of Marks		
Higher Educational Qualifications	10	Masters in Sports and Exercise Science/Sports Science - 10 marks	Masters in Sports Coaching – 7marks	Masters in Physical Education/ Diploma in sports coaching– 5marks
Work Experience	10	Every completed six months of related experience at a recognized State / National level sports organization (Govt. or Private) working with teams/players will be given 1 mark, Up to a maximum of 10 marks.		
Strength & Conditioning Certification	15	ASCA Level 3/CSCS (NSCA)/ Level 4(UK) – 15marks	ASCA Level 2/Level 3 (UK) - 10marks	ASCA Level 1/Certificate course in Strength & Conditioning/ fitness trainer level 4 certification from National Skill Development Cooperation of India – 5marks
Percentage of Marks obtained in Masters	5	$\geq 50\%$ -- $< 60\%$ =2 marks $\geq 60\%$ -- $< 70\%$ =3marks $\geq 70\%$ -- $< 80\%$ =4marks $\geq 80\%$ =5marks.		
Sports achievement	10	International Level (Representing India in a sports event recognized by sports governing bodies)– 10marks	Medal at National Level (Representing his/her state in national competition recognized National Sports Federation) – 7marks	Medal at University/ State Level (representing district/ university in a state level, university competition recognized by State Sports body or AIU)– 5marks

2.3. INTERVIEW PROCESS:

- i. The interview will be of 100 marks.
- ii. The Candidates will be assessed on the following:

Categories For Evaluation	Max. Marks
Domain Expertise	30
Practical knowledge and knowledge of allied sports science disciplines	20
Aptitude for working in a sports organization	15
Principles of training, Programming of training design and its organization	15
Soft skills	10
Pre-Rehabilitation & Injury Management	10

2.4. REMUNERATION:

Designation	Grade	Remuneration per month
Strength and Conditioning Expert	Lead	Rs. 1,00,000 – 1,50,000

2.5. AGE LIMIT: The candidate must not have attained 45 years of age as on the closing date of Application.

2.6. JOB RESPONSIBILITIES:

Designation	Job Responsibilities
Strength & Conditioning Expert	<ul style="list-style-type: none"> i. Design and implement strength training and conditioning programs in-season, off-season, and pre- season for all athletes in various programs in a manner that reflects research-driven practices in accordance with the Long-Term Athletic / Fitness Development Model. ii. Work in cooperation with the sports medicine or athletic training staff in the rehabilitation and strengthening of injured athletes. iii. Facilitate a collaborative relationship among sport coaches, sports medicine, and the strength & conditioning staff. iv. Design and implement policies and procedures for the strength and conditioning program in accordance with the guidelines of State Sports Department. v. Develop systems for tracking athlete attendance and athlete progress in conjunction with the sport coaches. vi. Conduct an annual needs-analysis for each sports team in conjunction with the Coaching staff and sports science team at the conclusion of each sport season. vii. Annually conduct and review a departmental risk management plan. viii. Complete an annual budgetary proposal for the program that includes routine maintenance, purchase of new equipment, and staffing needs. ix. Determine and reinforce expectations for athlete conduct for curricula and extra-curricular activities, as stated in the Centers Athlete Code of Conduct. x. Conduct an annual evaluation including the design of professional development activities. xi. Carry out research on newest methods and techniques in Strength & Conditioning domain. xii. Analyze data collected from athletes to suggest formation of norms for Indian athletes. xiii. Actively enter all data needed in the Athlete management System or with respect to performance evaluation of athletes. xiv. Any other duties assigned by High Performance Director, Sports Science Head and Director of State Sports Department.

3. NUTRITIONIST:

3.1. ESSENTIAL EDUCATIONAL QUALIFICATIONS:

- i. **Nutritionist:** M.Sc. (Nutrition) from any recognized Indian or Foreign University.
- ii. **Experience:** Minimum 5 years of experience including 1 year working with sports academies/institutions.

3.2. AGE LIMIT: The candidate must not have attained 40 years of age as on the closing date of Application.

3.3. REMUNERATION:

Post	Remuneration per month
Nutritionist	Rs. 75,000 - 1,00,000

3.4. CRITERIA FOR SHORTLISTING OF CANDIDATES FOR INTERVIEW:

Of all the total applications received, short listing of candidates to provide an optimum ratio for the interview will be carried out on following basis:

Categories for Evaluation	Max Marks	Scoring of Marks		
Higher Educational Qualification	10	M Phil / PhD in Nutrition		
Percentage of marks obtained in Post-Graduation	10	Percentage of Marks >60% - 69.9% (5 marks) Percentage of Marks >70% - 74.9% (7 marks) Percentage of Marks >75% (10 marks)		
Subjects in Master's	20	Physiology (5 marks) Biochemistry (5 marks) Sports (5 marks) M.Sc. in Sports Nutrition (20 marks)		
Sports Certification	20	IOC Diploma in Sports Nutrition 20 marks)	NIN 6-month Certificate course in Sports Nutrition (15 marks)	Sports Nutrition Certificate/Diploma from any reputed International Sporting Organizations (5 marks)
Total Work experience	20	2 marks will be awarded for every completed 1 year of work experience as Nutritionist up to a maximum of 20 marks.		
Work experience in sports establishment	20	Additional 2 marks will be awarded for every completed 1 year of work experience as Nutritionist at a recognized State / National level sports organization (Govt. of Private) working with teams / player upto a maximum of 20 marks.		

3.5. Interview process:

- The interview will be of 100 marks.
- The shortlisted candidates will be called for the interview and assessed as follows;

Categories for evaluation	Maximum marks (100 marks)
Domain Expertise	30
Practical application of Nutrition in sports	30
Aptitude for working in a sports organization	10
Knowledge related to recent advancements	10
Soft Skills	10
Knowledge in allied sports science disciplines	10

3.6. JOB RESPONSIBILITIES OF 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 areas.
- Promoting healthy eating and lifestyle habits and develop personalized nutrition plans and individualized counselling sessions.

- vi. Organizing, develop, analyze, test, and prepare special meals in cases of sickness or addressing nutritional deficiencies.
- vii. Conducting group counseling by motivating athletes towards achieving compliance and other suggested recommendations.
- viii. Coordinating with sports science support team, Sports science head, Centre head and other administrative staff.
- ix. Undertake any other duties assigned by High Performance Director, Sports Science Head and Regional Head.

4. GENERAL CONDITIONS:

- i. **Tenure:** The contractual engagement will be for a period of one year, it may further increase up to two (2) years on the basis of satisfactory performance, periodic reviews, result oriented, etc. and at all times coterminous with the Khelo India Scheme.
- ii. **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 State Sports Department will issue TDS/Service Tax Certificates, as applicable.
- iii. **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.
- iv. **Extension:** Performance of the selected candidates would be continuously reviewed and their extension will be considered on the basis of periodic review / requirement.
- v. **Leave:** Selected candidates 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.
- vi. **Age limit:** The date of birth, accepted by the Youth Affairs & Sports Department, Tripura is that entered in the Matriculation or Secondary School Leaving Certificate. Aadhaar Card/Passport/Voter Id will also be accepted. No other document relating to age like horoscopes, affidavits, birth extracts from Municipal Corporation, Service records and the like will be accepted. The expression Matriculation/Higher Secondary Examination Certificate in this part of the Instruction include the alternative certificates mentioned above.


5. CONFIDENTIALITY:

- i. 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.
- ii. During the period of engagement with Youth Affairs & Sports Department, Tripura, 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.
- iii. 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:

- i. 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.
- ii. 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.
- iii. In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving one month notice.
- iv. 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.
- v. Decision of Youth Affairs & Sports Department, Tripura in all matters regarding eligibility, selection and posting would be final and binding upon all candidates. No representation or correspondence will be entertained by STATE SPORTS DEPARTMENT in this regard.
- vi. Youth Affairs & Sports Department, Tripura reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- vii. The **DG SAI** shall be the final authority in case of any dispute.
- viii. The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in STATE SPORTS DEPARTMENT.
- ix. Any litigation matters pertaining to employment at STATE SPORTS DEPARTMENT shall be restricted to the jurisdiction of the Agartala courts.
- x. Organization reserves the right to terminate the contract, by giving one month notice to Candidates.


31/12/24

(S. B. Nath)

Director
Youth Affairs & Sports
Govt. of Tripura