

ADVERTISEMENT NOTICE**THE SPORTS AUTHORITY OF GOA**

Through the 37th National Games Organising Committee, Goa

(A Government of Goa notified Committee for hosting the 37th National Games Goa)

1st Floor, Athletic Stadium, Bambolim - Goa

Phone No. 7030 946 181 Email: jtceo-37ng.sag@goa.gov.in

No. NGS/ADM/RECRUIT-STAFF/37-NG/02/2023/849

Date: 17 /05/2023

NOTICE INVITING APPLICATIONS FOR A SHORT TERM CONTRACT RECRUITMENT IN THE NATIONAL GAMES SECRETARIAT

The Sports Authority of Goa through the 37th National Games Organizing Committee, Goa, invites applications through Online mode purely on SHORT-TERM CONTRACT BASIS in the National Games Secretariat for a period until conduct of the 37th National Games in Goa or till such times as may be required by the Appointing Authority subject to a maximum period not exceeding 12 months, against the following posts (in different Functional Areas)

Functional Area No.	Functional Area	Sr. No.	Position	No. of Posts	Job Role	Qualification & Experience	Basic Salary per month*
1	Accommodation FA	i)	Project Officer (Accommodation Management)	1	Should chalk-out the modalities of managing accommodation arrangements with the Functional Area Head/ Nodal Officer. Coordination with the Hotels/ Agency and manage room inventory during Games Time. Preparation of required Tender Documents.	Essential Qualification: Master of Business Administration or Equivalent Experience: Should have been a part of atleast 1 International level event or 2 National level events and must have independently handled accommodation operation or area specific experience of minimum 5 years in a Corporate firm/ Government/ Semi-Government organisation handling similar job profile. Desirable: Fluency in English	₹ 42,000.00
	Accommodation FA	ii)	Assistant Project Officer (Accommodation Management)	1	Should assist in chalking-out the modalities of management of accommodation arrangements with the Functional Area Head/ Project Officer. Coordination with the Sports Venue Officers for inputs and information. Assist in Managing room inventory.	Essential Qualification: Bachelor of Business Administration or Equivalent Experience: Should have been a part of 2 National level events handling similar job profile or area specific experience of minimum 3 years in a Corporate firm handling similar job profile Desirable: Fluency in English OR Essential Qualification: A Graduate in any stream Experience: Having an experience of minimum 6 years in Government/ Semi-Government organisation handling Sports/other events. Desirable: Fluency in English	₹ 35,000.00
	Accommodation FA	iii)	Administrative Executive (Accommodation Management)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

2	Accreditation & Technology FA	i)	Project Officer (Accreditation)	1	Preparation and implementation of Games Accreditation Policy in line with that as followed at multi-sport Events. Preparation of Manuals, Tender Documents defining policies and procedures. Preparation of required tender documents.	Essential Qualification: A Post-Graduate in Computer Engineering/ Computer Applications or Equivalent Experience: Should have been a part of atleast 1 International level event or 2 National level events and independently handled accreditation operations or area specific experience of minimum 5 years in a Corporate firm handling a similar job profile Desirable: Fluency in English OR Essential Qualification: A graduate in Computer Engineering/ Computer Application or Equivalent Experience: Having an experience of 8 years in Government/ Semi-Government/ Corporate organisation handling sports/other events. Desirable: Fluency in English	₹ 42,000.00
	Accreditation & Technology FA	ii)	Assistant Project Officer (Accreditation & Technology)	1	Assisting the Project Officers in implementation of Accreditation Policy, preparation of manuals, preparation of tender documents.. Assisting in ensuring the Games Management System is in place. Assisting and ensuring that the policies and procedures required to support the technology solution provided for the games are in place.	Essential Qualification: A Graduate in Computer Engineering/ Computer Applications or Equivalent Experience: Should have been a part of 2 National level events handling similar job profile or area specific experience of minimum 3 years in a Corporate firm handling a similar job profile Desirable: Fluency in English OR Essential Qualification: A Graduate in Computer Engineering/ Computer Application or Equivalent Experience: Having an experience of minimum 6 years in Government/ Semi-Government organisation handling Sports/other events. Desirable: Fluency in English	₹ 35,000.00
	Accreditation & Technology FA	iii)	Administrative Executive (Accreditation & Technology)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

3	Ceremonies FA	i)	Project Officer (Ceremonies)	1	Handling management and operations of the Opening and Closing Ceremony, the Torch Run Event, Launch Event and any other ceremonies planned. Preparation of required Tender Documents. Preparing an Event Flow with the agency, coordinating the execution, overseeing invitation distribution and so on. Completing all procedures for engaging the required agencies and following the required codal formalities, following up on approvals and so on. Assisting in assessing the quality of work executed and settlement of agencies dues.	Essential Qualification: Master of Business Administration or Equivalent Experience: Should have been a part of atleast 1 International level event or 2 National level events and must have independently handled management of a large-scale ceremony or a similar job profile or area specific experience of minimum 5 years in a Corporate firm handling a similar job profile Desirable: Fluency in English	₹ 42,000.00
	Ceremonies FA	ii)	Assistant Project Officer (Ceremonies)	1	Assisting the Project Officer in management and operations of all the events related to the Games, Assisting in finalisation of the Event Management Company, obtaining required permits and licenses, assisting in managing protocol at the event.	Essential Qualification: Bachelor of Business Administration or Equivalent Experience: Should have been a part of 2 National level events handling similar job profile or area specific experience of minimum 3 years in a Corporate firm/ Event Management Company handling similar job profile Desirable: Fluency in English OR Essential Qualification: A Graduate in any stream Experience: Having an experience of minimum 6 years in Government/ Semi-Government organisation handling sports/other events. Desirable: Fluency in English	₹ 35,000.00
	Ceremonies FA	iii)	Administrative Executive (Ceremonies)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

4	Communication & Marketing FA	i)	Project Officer (Marketing & Sponsorship)	1	Management of various agencies that would be responsible to bring in sponsorship, Identification of possible revenue sources and formulating appropriate strategies for tapping the same. Finalization of Ad-Sales Tariff plans, Sponsor Packages and detailed structuring of sponsorship layers. Preparation of required tender documents. design, conceptualisation and preparation of Sponsorship Brochures and representation before potential sponsors and partners etc.	Essential Qualification: Master of Business Administration (Marketing & Sales) or Equivalent Experience: Should have been a part of atleast 1 International level sporting event or 2 National level sporting events and must have independently handled communication marketing & sales operation or area specific experience of minimum 5 years in a Corporate firm handling similar job profile Desirable: Fluency in English.	₹ 42,000.00
	Communication & Marketing FA	ii)	Assistant Project Officer (Marketing & Sponsorship)	1	Assisting the Project Officer in advertising strategy, PR strategy, sponsorship & Marketing strategy, management of Games portal, press conferences, tracking media coverage and publicity campaign for ticketing.	Essential Qualification: A Post-Graduate in any stream Experience: Should have been a part of 2 National level events handling (Marketing & Sales) similar job profile or area specific experience of minimum 3 years in a Corporate firm/ Media Organisation handling similar job profile Desirable: Fluency in English	₹ 35,000.00
	Communication & Marketing FA	iii)	Administrative Executive (Marketing & Sponsorship)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

5	Office Administration, Coordination & Planning FA	i)	Project Officer (Office Administration, Coordination and Planning)	1	Overall coordination, management and administrative work of the Games Secretariat. To communicate with various departments/FA's to keep everyone abreast about any changes to the project plan. Preparation of required tender documents. In addition, to organize reporting, plan meetings, management and arrangement related to all visits of various officials/ technical delegates, Settlement of dues and provide updates to FA Head.	Essential Qualification: A Post Graduate in any stream. Experience: Having experience in sports management and should have been a part of at least 1 International level sports event or 2 National level sports events and must have independently handled similar job profile or area specific experience of minimum 5 years in a Corporate firm handling a similar job profile Desirable: Fluency in English OR Essential Qualification: A Graduate in any stream. Experience: Having minimum 8 years of experience in Government/ Semi-Government organisation handling sports/other events. Desirable: Fluency in English	₹ 42,000.00
	Office Administration, Coordination & Planning FA	ii)	Assistant Project Officer (Office Administration, Coordination and Planning)	2	Assisting the Project Officer in coordination, management and administrative work of the Games Secretariat. Assisting in communication with various departments/FA's to keep everyone abreast about any changes to the project plan. Assist in conduct of meetings etc.	Essential Qualification: A Graduate in any stream Experience: Should have been a part of 2 National level sports events handling similar job profile or has area specific experience of minimum 3 years in a Corporate firm handling a similar job profile/ responsibilities Desirable: Fluency in English OR Essential Qualification: A Graduate in any stream Experience: Having minimum 6 years of experience in Govt/ Semi-Govt. organisation handling Sports/ other events. Desirable: Fluency in English	₹ 35,000.00
	Office Administration, Coordination & Planning FA	iii)	Administrative Executive (Office Administration, Coordination and Planning)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

6	Finance FA	i)	Project Officer (Financial Management)	1	Overall Games Financial Administrative functioning, Preparation of Overall Games Budget, Chalk out budgets for all individual Functional Areas/ plan budget reallocation if required, plan and prepare monthly fund requirement statements for each Functional Area, prepare project financial reports on a monthly basis, detailed scrutiny of all proposals having financial implications. Preparation of required tender documents.	Essential Qualification: A Post Graduate in Finance, Accounting or Equivalent Experience: Minimum 7 years experience in Financial-Administration, Accounting or similar job role in a Government/ Semi-Government Organisation/ Corporate firm, preferably handled Sports Events. Desirable: Fluency in English.	₹ 42,000.00
	Finance FA	ii)	Assistant Project Officer (Financial Management)	1	Scrutiny of all financial proposals, bills/ invoices. Maintenance of purchase registers. Should be able to efficiently manage and control the expenditure of the Games in coordination with the Project Officer.	Essential Qualification: A Graduate in Finance, Accounting or Equivalent Experience: Having atleast 5 years experience in Financial-Administration, Accounting or similar job role in Government/ Semi-Government Organisation/ Corporate firm. Desirable: Fluency in English.	₹ 35,000.00
	Finance FA	iii)	Administrative Executive (Financial Management)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

7	Transport FA	i)	Project Officer (Transport Operations)	1	Identification of transport requirements for the participants, Officials, Guests at the Games. Defining a Transport Operation Plan for the Games. Preparation of required tender documents. Should able to assist in engaging the Transport agencies following required codal formalities.	Essential Qualification: Master of Business Administration or Equivalent Experience: Should have been a part of atleast 1 International level event or 2 National level events and must have independently handled Transport operation or area specific experience of minimum 5 years in a Corporate firm/ Government/ Semi-Government organisation handling similar job profile. Desirable: Fluency in English	₹ 42,000.00
	Transport FA	ii)	Assistant Project Officer (Transport Operations)	1	Assisting th Project Officer in Identification of transport requirements for the participants, Officials, Guests at the Games. Should be able to assist in engaging the Transport agencies following required codal formalities.	Essential Qualification: A Graduate in any stream Experience: Should have been a part of 2 National level events handling similar job profile or area specific experience of minimum 3 years in a Corporate firm handling a similar job profile Desirable: Fluency in English OR Essential Qualification: A Graduate in any stream Experience: Having minimum 6 years of experience in Govt/ Semi-Govt. organisation handling sports/other events Desirable: Fluency in English	₹ 35,000.00
	Transport FA	iii)	Administrative Executive (Transport Operations)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

8	Venue Operations & Sports FA	i)	Project Officer (Sports)	1	Coordination with the Directors of Competition, Sports Federation and others for gathering required information about the sport for the conduct of the Event. Preparation of Technical Handbooks. Preparation of tender documents for engagement of service providers and procurement. Identification of Accommodation and other requirement for the sport discipline. Liaising with all stakeholders for identification and purchasing/ hire of the required equipment. Management of spectator services, sports entries and sports presentation.	Essential Qualification: Masters degree in Sports Management/ Masters of Business Administration/ Master of Science in Sports Management or Equivalent Experience: Should have been a part of atleast 1 International level event or 2 National level events and must have independently handled sports competition & procurement or area specific experience of minimum 5 years in a Corporate firm/ Government/ Semi-Government organisation handling similar job profile. Desirable: Fluency in English	₹ 42,000.00
	Venue Operations & Sports FA	ii)	Project Officer (Venue Operation)	1	Preparation of tender documents for engagement of service providers and procurement. Identification of Transport, Catering and other requirement for the sport discipline. Management of space allocation at the Stadia. Identification of details requirement of purchases of equipment, sourcing of overlay support and so on. Assessing the overall catering requirement at the Competition and Non-Competition Venues. Strategizing the basis of engagement of catering service provider/s. Putting in place procurement strategies and should be able to assist in engaging the service provider/s. Liaising with FDA officials and other required stakeholders. Identify areas of branding required at the Stadium/Venues and in the city during the Games time. To put in place checks and balances for maintenance of quality of food served. Liaisoning with all stakeholders.	Essential Qualification: Masters degree in Sports Management/ Masters of Business Administration/ Master of Science in Sports Management or equivalent Experience: Should have been a part of atleast 1 International level event or 2 National level events and must have independently handled sports-venue operation & procurement or area specific experience of minimum 5 years in a Corporate firm/ Government/ Semi-Government organisation handling similar job profile. Desirable: Fluency in English.	₹ 42,000.00

Venue Operations & Sports FA	iii)	Assistant Project Officer (Venue Operations & Sports)	2	Assisting the Project officers in Preparation of Technical Handbooks, Preparation of tender documents for engagement of service providers and procurement of equipment, Identification of Accommodation, Transport, Catering and other requirement for each of the sport disciplines , assisting in Management of spectator services, sports entries and sports presentation. Assisting Identification of Management of space allocation at the Stadia, sourcing of overlay support, overall catering requirement at the Competition and Non-Competition Venues, Identifying areas of branding required at the Stadium/Venues and in the city during the Games time.	Essential Qualification: Graduate in any stream Experience: Having experience in sports management and should have been a part of 2 National level Sports events handling similar job profile or area specific experience of minimum 3 years in a Corporate firm handling a similar job profile Desirable: Fluency in English. OR Essential Qualification: A Graduate in any stream Experience: Having minimum 6 years of experience in Govt/ Semi-Govt. organisation handling sports/other events. Desirable: Fluency in English.	₹ 35,000.00
Venue Operations & Sports FA	iii)	Administrative Executive (Venue Operations & Sports)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

9	Volunteers FA	i)	Project Officer (Volunteer Management)	1	Developing a strategy for engagement of volunteers for the Games. Putting in place a volunteer management system. Preparation of required tender documents, Organising volunteer training. Assisting the Functional Area in volunteer kit purchases. Settlement of all volunteer claims.	Essential Qualification: Master of Business Administration or Equivalent Experience: Should have been a part of atleast 1 International level event or 2 National level events and must have independently handled Volunteers Management or area specific experience of minimum 5 years in a Corporate firm/ Government/ Semi-Government organisation handling similar job Desirable: Fluency in English	₹ 42,000.00
	Volunteers FA	ii)	Assistant Project Officer (Volunteer Management)	1	Assisting th Project Officer in putting in place a volunteer management system, organising volunteer training, assisting in volunteer kit purchases and settlement of all volunteer claims.	Essential Qualification: Graduate in any stream Experience: Should have been a part of 2 National level events handling similar job profile or area specific experience of minimum 3 years in a Corporate firm handling a similar job profile Desirable: Fluency in English OR Essential Qualification: A Graduate in any stream Experience: Having minimum 6 years of experience in Govt/ Semi-Govt. organisation handling Sports/ other events. Desirable: Fluency in English	₹ 35,000.00
	Volunteers FA	iii)	Administraive Executive (Volunteer Management)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

10	Security FA	i)	Project Officer (Security FA)	1	Liasoning with the Security Functional Area Head/ Nodal Officer and other Stakeholders in developning and implementing security procedures and protocol, attending meetings to determine operational needs, Co-ordinate security operations for specific events.	Essential Qualification: A Post-Graduate or Equivalent Experience: Should have experience being a part of atleast 3 large scale National events and prefebly handled similar area Desirable: Fluency in English	₹ 42,000.00
	Security FA	ii)	Assistant Project Officer (Security FA)	1	Assisting the Project Officer in liasoning with the Security Functional Area Head/ Nodal Officer and other Stakeholders in developning and implementing security procedures and procol.	Essential Qualification: A Graduate in any stream Experience: Should have experience being a part of atleast 1 large scale National event and prefebly handled similar area. Desirable: Fluency in English	₹ 35,000.00
	Security FA	iii)	Administraive Executive (Security FA)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00

11	Medical FA	i)	Project Officer (Medical FA)	1	Liasoning with the Medical Functional Area Head/ Nodal Officer and other Stakeholders for medical requirements at the Competition and non- competition venues, preparation of required tender documents.	Essential Qualification: A Post-Graduate or Equivalent Experience: Should have working experience being a part of atleast 3 large scale National events and prefrebly handled similar job area. Desirable: Fluency in English	₹ 42,000.00
	Medical FA	ii)	Assistant Project Officer (Medical FA)	1	Assisting the Project Officer in liasoning with the Medical Functional Area Head/ Nodal Officer and other Stakeholders for medical requirements at the Competition and non-competition venues, preparation of tender documents etc.	Essential Qualification: A Graduate in any stream Experience: Should have experience being a part of atleast 1 large scale National event and prefrebly handled similar area. Desirable: Fluency in English	₹ 35,000.00
	Medical FA	iii)	Administraive Executive (Medical FA)	2	Should assist the Assistant Project Officer/ Project Officer in day to day work, Keeping of records, preparing of proposals, communicating with clients (e-mail/ letters) and any other job entrusted by the Superiors.	Essential Qualification: A Graduate in any stream having a certificate course in Computer Application with proficiency in Microsoft Office (MS word, MS Excel, MS Power Point) Experience: Having Minimum 1 year of working experience in Government/ Semi-Government/ Corporate organisation. Desirable: Fluency in English	₹ 25,000.00
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***NOTE 1: Basic Salary for the post of Project Officer (PO) is Rs. 42,000/-, Assistant Project Officer (APO) is Rs. 35,000/-, Administrative Executive (AE) is Rs. 25,000/-**

***Other Allowances:**

a) Transport and Medical: The selected candidtate will be entitled for Rs. 2,000/- per month towards transport nd medical allowances.

b) House Rent Allowance (HRA): If the shortlisted candidate is **NOT DOMICILE OF GOA** and has experience working with multi-discipline sports events such as OC CWG Delhi-2010, Lusofonia Games Goa 2014, Kerala National Games 2015, South Asian Games and so on or has worked in the corporate sector for 5 years or more, he/ she shall be entitled for 30% on Basic Salary as HRA

How to Apply:

The interested applicants are required to visit <http://www.tsag.org/Recruitment.html> and check the suitability for the position and only those candidates that meet the required qualification may submit their application THROUGH ONLINE MODE ONLY on Email ID: **jtceo-37ng.sag@goa.gov.in** latest by 24/05/2023.

Other Conditions & Mode of Selection:

1. The last date of receipt of application is **24/05/2023**
2. The selection criteria for the above candidate will be based on educational qualification, experience and a personal interview.
3. The candidate with relevant experience in the subject matter/ Functional Area will be preferred.
4. The eligible candidates would be called for an interview. The time, date and venue would be intimated through email only for the candidates shortlisted for the interview.
5. The candidate shortlisted for an interview shall attend along with passport size photographs, original copies of all educational qualifications and work experience. A separate photocopy of the educational qualification and work experience certificate should be submitted at the time of interview.
6. Appointment shall be subject to the scrutiny and authentication/ verification of the documents submitted by the applicants.
7. Application for the above posts in National Games Secretariat does not confer any right/ assurance whatsoever that the applicant will be appointed with SAG/ any other Government Department.
8. The contract will be upto the conduct of the 37th National Games, Goa or till such time as may be required by the Appointing Authority, NGOC subject to a maximum period not exceeding 12 months.
9. In case of proven experience and knowledge, the essential Educational Qualification may be relaxed by the Appointing Authority.
10. Candidates that are interviewed and shortlisted (reserved) but not selected at this stage could be offered a post at a later stage in the National Games Secretariat, based on vacancies that may arise in future
11. The selected candidates will be required to join at Short Notice.
12. The appointee shall be on probation for a period of one month and will be continued based on performance and conduct.
13. Being a Project based job, the selected candidates will be required to work late hours and handle responsibilities which may not be categorically listed in the job role.
14. Any attempt to influence the Authority in the selection process will lead to outright rejection of the candidate.
16. Candidates applying for more than one post must use/fill-in separate Application for each post and submit.
17. The decision of the Scrutiny Committee and Selection Committee shall be final & binding.
18. All the applications are to be submitted online only on **Email: jtceo-37ng.sag@goa.gov.in latest by 24/05/2023, as per Annexed format in MS word**. The applications received by post/courier or submitted after the prescribed date, incomplete and/ or without the relevant documents as mentioned, shall be summarily rejected.

ANNEXURE FORMAT

**APPLICATION FOR THE CONTRACTUAL POSITION IN THE NATIONAL GAMES SECRETARIAT - 37TH NATIONAL GAMES-
GOA**

ADVERTISEMENT NO.: No. NGS/ADM/RECRUIT-STAFF/37-NG/02/2023/

Date ___/05/2023

Sr. No.	Particulars
1	Name of the Applicant
2	Date of Birth
3	Age as on date of the application
4	Gender (Male/ Female)
5	Nationality
6	Domicile of (name of State)
7	Application for the Post of
8	Educational Qualification
9	Work Experience (please begin with recent experience) Position, Number of Years, Company/ Assignment and Brief Job Role)
10	Contact Number (preferably mobile)
11	Email ID
12	Postal Address
Note	Educational Qualification, Working Experience Certificates must be attached to the email separately.

S/d

(Dr. Geeta S. Nagvenkar)

Executive Director, Sports Authority of Goa &

Jt. Chief Executive Officer, 37th National Games Organising Committee, Goa