

National Anti Doping Agency
(An autonomous body under the Ministry of Youth Affairs and Sports)

RECRUITMENT / EMPANELMENT NOTICE

Category A

Applications are invited from Indian Citizens for filling up of following posts/ hiring of services of experts in this office. Applications on plain paper alongwith necessary details may be submitted to National Anti Doping Agency, A- Block, Pragati Vihar, Lodhi Road, New Delhi -110003 latest by **21st September 2017**:

S. No	Post Requirement	Job description	Qualifications and Experience	Monthly remuneration	Nature of post
1	Sr. Scientific Officer	Anti doping science management and implementation of NADA rules.	PhD in Biochemistry/Pharmacology from recognized University/college/institutes with 5 years of experience in technical administration/management. OR MD in Medicine/Pathology/Pharmacology/Sports Medicine from recognized University/college/institutes. OR MBBS/BDS with Master Degree in Hospital Management/Administration with 2 years experience. Age limit- 45 years.	Rs. 1,00,000/-	Contract for 1 year extendable upto 3 years under certain conditions
2	Law Officer	To deal with legal matters of NADA including those connecting to Anti Doping Panel	Bachelor Degree in Law from a recognized University/Institution with 08 years experience in dealing with legal matters in Government/Public Sector/Autonomous Bodies etc. Proficiency in Computer skills. Age limit- 35 years.	Rs. 75,000/-	Contract for 1 year
3	Investigator	To investigate on matters pertaining to anti doping rule violations	Serving/Retd. Officer of Central Investigation/Intelligence Agency not below the rank of Inspector with at least 5 years of experience of investigation.	Rs. 40,000/-	Contract for 1 year

		and gathering necessary evidence/information.	Age limit- 62 years in case of Retd. Officer.		
4	Accounts-cum-Administrative Officer	All matters relating to administration like recruitment, procurement, establishment matters. Maintenance of accounts and budget preparation.	<p><u>For Deputation</u> Transfer on deputation/transfer of person holding analogous post or equivalent Assistant Accounts Officer/Accounts Officer with 10/5 years in grade respectively or Section Officer of CSS with 5 years experience with exposure to cash and accounts maintenance.</p> <p><u>For Direct Recruitment</u> Master Degree or Graduation from recognized university or Section Officer Examination conducted by any organized Audit and Account Services or Section Officer of the Central Secretariat Services (CSS) with exposure to cash and accounts. Proficiency in computer operation. 10 years experience in maintaining Government Accounts with exposure to working in an Autonomous Body or dealing with their accounts/audit.</p> <p>Age limit for direct recruitment 40 years.</p>	Rs.9300-34800+GP Rs.5400/- (pre-revised)	Regular
5	Regional Coordinators on part time basis (4 nos.). (Each for North, South, East and West region.	To oversee and coordinate activities relating to dope sample collection and to conduct anti doping awareness program in respective region.	MD in Medicine/Pathology/Pharmacology/Sports Medicine/Biochemistry from recognized University/college/institutes. Working in any Central/State govt. University/College/Hospital.	Rs. 25,000/-	Part Time Contract

Category B

Expressions of Interests are invited from registered firms/NGOs/individuals for empanelment in NADA to carryout various activities as detailed below:

S. No.	Requirement	Work description	Eligibility Condition
1	Empanelment of Detective Agency	To investigate on matter pertaining to anti doping rule violations and gathering necessary information as may be required.	Registered detective agency having minimum expertise of 05 years in investigation. Having network in all parts of the country.
2	Empanelment for creating anti doping education/awareness/outreach	To conduct anti doping awareness sessions and outreach programs in school/college/stadia during camps/events and run anti doping campaign through print and digital/social media.	PSUs, registered firms or agencies or NGOs duly registered with NITI AAYOG having minimum expertise of 05 years preferably in sports/value education, having network throughout the country.
3	Doping Control Officers & Blood Collection Officers (Male & Female)	To carry out sample collection process as per the guidelines of WADA and conduct anti doping awareness program as required. Remunerations Rs.1000/- per day for upto 5 samples in a day and additional samples will be paid at Rs. 100 each with a maximum ceiling to Rs.1500/- would be admissible in a day. This would be admissible for up to radius 100 kms from place of residence. AC III tier train/AC bus fare would be provided by the shortest route in case the traveling distance is more than 100 kms.	1. Degree in Pharmacy/Nursing /Pharmacology/Physiotherapy/Medical Lab Technology/Life Science OR 2. MBBS/BDS Graduates from a recognized Institution 3. Working knowledge of Computer is desirable Those who are working with State or Central Govt. organizations/Central or State Autonomous bodies/ undertaking of any Govt. institutions as a Medical Officer/ Pharmacist / Nurses /faculty/lecturer/Lab Technician will be preferred. Age Limit: Maximum 45 Years; Minimum 25 years
4	Chaperone (Male & Female)	To assist Doping Control Officer during sample collection and chaperoning the athletes. Remunerations Rs.500/- per day for upto 5 samples in a day and additional samples will be paid at Rs. 50 each with a maximum ceiling to Rs.1000/- would be admissible in a day. This would be admissible for up to radius 100 kms from place of residence. Sleeper class train/bus fare would be provided by the shortest route in case the traveling distance is more than 100 kms.	10 + 2 Science from a recognized Institution 2. Working knowledge of Computer is desirable Those who are working with State or Central Govt. organizations/Central or State Autonomous bodies/ undertaking of any Govt. institutions as a Nursing Assistant/Lab Assistant/ will be preferred. Age Limit: Maximum 45 Years; Minimum 18 years

General Conditions

1. Candidates may submit their applications on plain paper strictly in the following format accompanied with attested copies of certificates and passport size photograph duly pasted and attested on the application form.
2. Applications received after the closing date of the advertisement will not be entertained.
3. Mere submission of application by the candidate does not confer any right upon them to be called for interview.
4. Incomplete applications are liable to be rejected.
5. Application duly completed should be sent in a cover superscripted 'Application for the post/services of -----' to **Director General National Anti Doping Agency, A-Block, Pragati Vihar Hostel, Lodhi Road, New Delhi-110003 no later than 21.09.2017.**
6. No TA/DA will be paid for appearing in interview.
7. NADA reserves right to cancel this advertisement without assigning any reason thereof.
8. **For the regular post of Accounts cum Administrative officer-** Persons working in Govt./Semi Govt./Autonomous Bodies/PSUs should apply through proper channel in the prescribed format and must accompanied with (i) Attested copies of ACRs for the last five years (ii) vigilance clearance/integrity certificate and (iii) statement giving details of major and minor penalty imposed on the officer, if any. Candidates applying for the post of AAO on deputation basis may send advance copy of application to NADA office.

Sd/-

(C N Banerjee)
Administrative Officer, NADA
011-24368248
011-24368274