

Eligibility criterion for the post of Secretary, Sports Authority of India (SAI)

1.	Name of Post	Secretary
2.	Pay Matrix & Scale of Pay	Level 14 (Rs.1,44,200 – 2,18,200/-)
03.	Eligibility	i) Officers of the Central Government (including Officers of All India Service and Central Civil Service Group “A”) ii) Holding a post on a regular basis in the Pay Matrix 13, 13-A & 14 or equivalent in the parent Cadre/Department; Minimum 15 years experience in dealing with service, administration, vigilance, establishment and financial matters; and experience in handling Autonomous Organization and Public Private Partnership (PPP) Projects and possessing qualification in business administration. iii) Domain expertise experience in the field of sports desirable.
04.	Period of deputation	3 years
05.	Age limit	The maximum age limit for appointment by deputation shall not be exceeding 54 years on the closing date of receipt of applications.

JOB DESCRIPTION :

1. Under the general supervision, guidance and control of Director General, Sports Authority of India, the Secretary, Sports Authority of India shall exercise all administrative and financial powers as have been conferred on him under the Rules of the Society and such of the powers as may be delegated to him from time to time.
2. The Secretary shall be responsible for issuing notices of the Meetings of the Society and its Governing Body and keeping or causing to be kept minutes of the proceedings of the Society and the Governing Body.
3. The Secretary shall keep or cause to be kept all records of the Society at its Office or any other place, if so determined by the Governing Body.
4. The Secretary shall be required to handle Public Private Partnerships Projects.
