



MIZORAM STATE SPORTS COUNCIL

"An autonomous and statutory organisation constituted by the Government of Mizoram"

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No. E-27/MSSC/2000/(Vol-I)/278

Aizawl, the 4th April, 2025

CIRCULAR

The Secretary, Mizoram State Sports Council, on behalf of the President, Mizoram State Sports Council, hereby invites application for appointment to the post of **Senior Sports Promotion Officer** to be filled up by the method of deputation for an initial period of 3 (three) years. The number of posts, pay level and eligibility conditions for deputation as per provisions of the Mizoram State Sports Council (Group A posts) Recruitment Rules are mentioned below :

Name of Post	Pay level in the Matrix	No. of Posts	Eligibility Conditions
Senior Sports Promotion Officer (SSPO)	Level - 11 (Rs. 67,700 - 1,50,800)	1 (one)	From Officers holding analogous post in the Central/State Government

2. The upper age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications as per the provisions of para 9 of Government OM No. A.12011/2/2019-P&AR(GSW) dt. 09.01.2020.

3. The application should be submitted to the undersigned in the prescribed format as per Annexure I through proper channel **on or before 21.4.2025**.

4. The details of duties attached to the post is annexed at Annexure II.

5. Candidates who apply for the post will not be allowed to withdraw his/her candidature subsequently.

sd/- HENRY C. LALRAWNKIMA

Secretary

Mizoram State Sports Council

Aizawl, Mizoram

Memo. No. E-27/MSSC/2000/(Vol-I)/278

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Aizawl, the 4th April, 2025

Copy to:

1. PS to President, Mizoram State Sports Council & Minister, Sports & Youth Services Department for kind information
2. The Under Secretary to the Government of Mizoram, Sports and Youth Services Department
3. All Administrative Heads of Department, Govt. of Mizoram.
4. Web Manager, MSSC for uploading on MSSC website.

Secretary

Mizoram State Sports Council

Annexure - I

**COMMON APPLICATION FORM FOR APPOINTMENT BY DEPUTATION
(INCLUDING SHORT TERM CONTRACT)/FOREIGN SERVICE/ABSORPTION**

1	Name of applicant (In capital letters)	
2	Date of birth (Enclose self-attested copy of supporting documents like HSLC, Birth Certificate etc.)	
3	Address for correspondence including contact number	
4	Name of Post applied	
5	Designation of present post held	
6	Name of service/department	
7	Present scale of pay/level in pay matrix	
8	Date of joining the present grade/post on regular basis	
9	Educational qualification (Enclosed self-attested copy of certificates)	
10	Please state whether or not the educational and other qualifications/experience prescribed for the post in the recruitment rules/vacancy circular are satisfied by the applicant	
	Qualifications/experience required	Qualifications/experience possessed by the official
	Essential i) Holding analogous post in the Central/State Government	
	Desirable i) ii) iii)	
11	Nature of present employment (i.e. permanent/regular or ad hoc or temporary, contract etc.	
12	Please state whether the substantive employment is under any of the following employer: a) Central Government b) State Government c) Universities d) Autonomous organizations e) Government Undertaking f) Others	
13	Any additional information which you would like to mention in support of your suitability for the post (This may, among other things, include (i) additional academic qualifications (ii) professional training	

	(iii) work experience, <i>etc.</i> Separate sheet may be enclosed if necessary)			
14	Whether penalty, if any, was imposed on: the applicant during a period of 5 years preceding last date for submission of application? If any, enclose a copy of the order of imposition of penalty by the Disciplinary Authority.			
15	Details of post(s) held in chronological order (enclose separate sheet, if necessary)			
Sl. No.	Name of post held	Duration		Nature of duties
		From	To	

The information furnished above is/are correct to the best of my knowledge and nothing has been suppressed. I understand that in case of my selection, if any information furnished above is found to be false or misrepresented at a later stage, my selection is liable to be cancelled with the approval of the Competent Authority.

Date:

Name & Signature of applicant

**CERTIFICATE OF THE
ADMINISTRATIVE DEPARTMENT/CADRE CONTROLLING AUTHORITY**

Certified that the particulars furnished by the officer are correct as per the service records and the department has no objection for appointment of the officer on deputation (including short-term contract)/deputation on foreign service/absorption (please select the appropriate one).

Date:

Signature of an officer not below the rank of
Under Secretary in the cadre controlling authority

Responsibilities of Senior Sports Promotion Officer

- Identify sport, recreation and health initiatives and oversee strategic planning and implementation.
- Coordinate, deliver and promote relevant activities, classes and events, often within a specific community or to targeted groups.
- Recruit, train, support, develop and manage coaches and volunteer staff
- Raise public awareness of health and fitness issues and promote participation in sport, particularly among underrepresented groups.
- Evaluate and monitor activities and projects using performance indicators.
- Maintain records and produce written reports.
- Attend local, regional and national and international meetings, seminars and conferences.
- Check venues and manage facilities.
- Liaise with State level sports association, District Sports Committee and clubs to develop coaching and youth development and to help clubs handle issues such as safeguarding more effectively.
- Work in partnership with school, colleges, local NGOs and other departments to encourage participation in sport and active involvement.
- Work with NGBs for specific sports in relation to state level sports associations, district sports committees, clubs and events.
- Develop a range of partnerships with organizations and initiatives focused on health activities, awareness, criminal justice and community regeneration.
- Manage resources and identify potential opportunities for external funding.
- Maintain links with State, regional and national sporting organizations.
- Work within specific guidelines, *e.g.* equal opportunities, health and safety and child protection.
- Offer guidance and supervision to coaching staff.
- Perform duties specified in Acts, rules, guidelines *etc.* of MSSC.
- Any duties assigned to him by competent authorities.