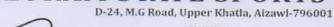
MIZORAM STATE SPORTS COUNCIL







Website: www.sportscouncil.mizoram.gov.in

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No. E-9/2 (AP)MSSC/2007/75

Dated Aizawl the, 26th October, 2021

CIRCULAR

The Secretary, Mizoram State Sports Council on behalf of the President, Mizoram State Sports Council hereby invites willingness for filling up of 1 (one) vacant post of Senior Sports Promotion Officer, in the pay matrix of Level -11 under the Govt. of Mizoram on deputation basis from eligible candidates under the Govt. of Mizoram, Public Sector undertaking, Statutory bodies holding an analogous post.

The application should be submitted to the undersigned in a prescribed format as per Annexure I through proper channel within 25 days from the date of insuance of this circular. The upper age limit of the applicant should not be more than 56 years of age, desirably a post graduate in Sports Science, Development & Management, Physical Education or degree in the fields mentioned above.

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

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

Enclo: As Above.

(JOHN TANPUIA), MCS
Secretary,
Mizoram State Sports Council
Aizawl: Mizoram.
Dated Aizawl the, 26th October, 2021.

Memo. No. E-9/2 (AP)MSSC/2007/75 Copy to :-

- 1. Private Secretary to President, Mizoram State Sports Council & Minister, Sports &
 - Youth Services Deptt. for kind information of the President.
- The Under Secretary to the Govt. of Mizoram, DP&AR(ARW) vide their ID No. ARW/SYS-2/2020-2021/D-160: Dt. 28.9.2020.
- 3. The Under Secretary to the Govt. of Mizoram, SYS vide No. A.32012/24/2020-SYS: Dt. 7.10.2020.
- 4. All Administrative Heads, Govt. of Mizoram.
- 5. All Heads, Puiblic Sector Undertaking/ Statutory Bodies, Mizoram.
- 6. Web Manager, MSSC for uploading on MSSC Website.

Secretary,

Mizoram State Sports Council Aizawl: Mizoram.

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 document 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 (enclose 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) ii) iii)	
	Desirable i) ii)	

11)	Nature of prese	nt employmen	it (ie		
	permanent/regular	or ad h		•	
	temporary, contrac		01		
12)	Please state whether the substantive			:	
	employment is und	er any of the fol	lowing		
	employer:				
	a) Central Gove				
	b) State Govern	iment			
	c) Universities				
	d) Autonomous			- 1	
	e) Government	Undertaking			
	f) Others				
13)	Any additional :				
13)	Any additional in	ion in average	h 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, etc. Separate sheet may be enclosed if necessary)				
					1/3
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.				
	Disciplinary Authority.				
15)	Details of post(s) ha	ld in abranala -	anl and		close separate sheet, if
-37	necessary)	id in cinonologi	cai order	(en	close separate sheet, if
SI.	Name of post	Duration	on.		
No.	held	From			Nature of duties
		2.7044	10		
-					
				2	

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 mis- represented 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 a budget 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.