



राष्ट्रीय प्रत्यक्ष कर अकादमी  
NATIONAL ACADEMY OF DIRECT TAXES  
छिंदवाडा रोड नागपुर - 440030  
CHHINDWARA ROAD, NAGPUR  
Landline No. 0712-2322055  
E-mail: nadt.addlit.admn.ind@incometax.gov.in

फा.सं.रा.प्र.क.आ/प्र.शा.प्रेशि./कोच/इंस्ट्रक्टर/50/2023-24

दिनांक- 28.02.2024

## विज्ञापन सूचना

**राष्ट्रीय प्रत्यक्ष कर अकादमी, नागपुर में पूर्णत अस्थायी आधार पर अंशकालिक कोच/ट्रेनर/ इंस्ट्रक्टर का पैनल**

पूर्णत: अस्थायी आधार पर अंशकालिक कोच/ट्रेनर/ इंस्ट्रक्टर [ क्रिकेट, लॉन टेनिस, बिलियर्डस, स्क्वैश, फुटबॉल, वॉलीबॉल, बार्सेटबॉल एवं कथक डान्स ] को आवश्यकतानुसार और जब भी आवश्यकता हो, पैनल में शामिल करने के लिए आवेदन आमंत्रित किए जाते हैं। उपरोक्त पैनल के लिए आवेदन प्रपत्र, शैक्षणिक अर्हता, कार्य अनुभव, और अन्य आवश्यकताओं संबंधी विवरण के लिए कृपया राष्ट्रीय प्रत्यक्ष कर अकादमी की वेबसाइट- [www.nadt.gov.in](http://www.nadt.gov.in) और विभाग की वेबसाइट- [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in) देखें। सम्पूर्ण आवेदन विधिवत भरकर अधोहस्ताक्षरी को दिनांक 15.03.2024 को शाम 5.00 बजे तक या उससे पूर्व जमा करें।

*अभिनेव मिश्रा*

(अभिनेव मिश्रा)

उप निदेशक(प्रशा.) (प्रेवश) (प्रशिक्षण)

राष्ट्रीय प्रत्यक्ष कर अकादमी, नागपुर



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F. No. NADT/Admn. Indn./ Coaches/Instructor/50/2023-24

Date : 28.03.2024

### ADVERTISEMENT NOTICE

**Empanelment of Part Time Coaches/Trainers/Instructors on purely Temporary Basis at NADT, Nagpur**

Applications are invited for empanelment of Part Time Coaches/Trainers of **Cricket, Lawn Tennis, Billiards, Squash, Football, Volleyball, Basketball and Kathak Dance** on need basis as and when required. For details regarding the Application form, Education qualifications, Work experience and other requirements for the above empanelment, please visit the NADT website [www.nadt.gov.in](http://www.nadt.gov.in) and the Departmental website [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in). The duly completed application should be submitted to the undersigned on or before **15.03.2024**, by 5 p.m.

**(Abhinav Mishra)**

Deputy Director (Admn.)(Induction),  
NADT, Nagpur.

NOTICE

Application are invited for empanelment of part time Coaches/ Instructors on purely temporary basis for the following Sports / Games / Activities:

Sr. No.	Sport / Game / Activity
1	Lawn Tennis
2	Cricket
3	Billiards
4	Squash
5	Football
6	Volley ball
7	Basketball
8	Kathak Dance

**Requirement: One or more considering initial requirement of NADT for empanelment in each Sport / Activity.**

**Qualification:** The applicant should possess sufficient skills and minimum 3 years' experience in imparting training/coaching of the sport/game/ activity for which he/she is applying. National level Federation (of respective sports)/ Institutes approved Coaches, representation of District /State/National Team (as player/coach) is preferable.

In Addition to above: for Dance (Kathak)-

Minimum Qualification:-Visharad Pratham/Visharad Purna

Desirable Qualification:- Alankar Pratham/Alankar Purna

**Age:** Not more than 55 years of age as on 01.02.2024.

**Achievement:** Details of Awards, Honours etc. to be given.

**Working Hours:** 6:00 a.m. to 9:00 a.m. & 5:00 p.m. to 9:00 p.m. on need basis per hour.

**Payment:** On hourly basis up to Rs.300 per hour.

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28/02/2024



**Important Information**

01. Except for the hourly payment, on actual rendering of services, no other allowances or facilities will be provided by NADT.
02. The dates & timing of coaching shall be at the sole discretion of the Jt. Director(Admn.)(Induction),NADT, Nagpur and shall be communicated as and when required.
03. The timings and days of Coaching can be changed anytime at the discretion of the O/o. Jt. Director (Admn.) (Induction). All empanelled coaches / instructors are required to ensure that they maintain discipline and punctuality.
04. Since the services are required at NADT, Nagpur, the applicant should be based at Nagpur and his/her services should be available as and when desired by the Jt. Director (Admn.) (Induction) which will be communicated in advance through letter / email etc.
05. The applicant should have a minimum of 3 years' experience of imparting coaching in a National or State academy/training institute/sports academy/sports club etc.
06. Preference will be given to the applicants who are conversant in dealing with female participants and senior officers. Certificate in respect of this and also covering the duration of coaching (as claimed in the experience) from the concerned Institute/Organization should be submitted along with the application.
07. The applicant has to ensure the authenticity of information provided in support of experience, achievements and other documents. The applicant should submit self-certified copies of the same.
08. The services of the coaches /instructors will be on purely part time requirement basis and can be terminated at any given time by NADT without prior notice and without assigning any reasons.
09. Please mention the name of sports/activity applying for on top of envelope of your application.
10. The empanelled candidate in each sport/activity will be called for rendering the services, as and when required by NADT, as its own discretion.

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11. Mere selection of the candidate under empanelment does not entitle him/her to be called for the services.
12. There should be no criminal record/case or any pending enquiry against the candidate. The candidate should also not be blacklisted by an organization / institute for any misconduct. A self-certified undertaking should be submitted along with the application in this regard.
13. The decision of NADT in this empanelment process shall be final and NADT reserves the right to cancel the empanelment process at any time without assigning any reasons.
14. Any claim found to be false will render the applicant as disqualified.
15. Application with incomplete documents/without copies of required certificates will be rejected summarily.
16. The duly filled application form (**along with supporting documents/certificates**) in sealed cover should be submitted in the O/o Deputy Director (Admn.)(Indn.), Room No. T-3, ATC Building, 3<sup>rd</sup> Floor, NADT, Chhindwara Road, Nagpur-440030 either in person or by Speed Post / Courier which should reach this office on or before **15.03.2024**. The applications received after this date shall not be considered for evaluation.

31/03/24 12/1



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APPLICATION FORM

1. Advertisement No. : .....
2. Post applied for : .....
3. Name & Complete  
Personal Address : .....
4. Gender : .....
5. a) Date of Birth : .....
- b) Age as on 01.02.2024: .....
- c) Mobile No. : .....
- d) Landline No. : .....
- e) Email ID : .....
6. Educational Qualification (\*): .....

Qualification	Subject/Discipline	Board/Institute	Year	% of Marks obtained
10 <sup>th</sup> or equivalent				
12 <sup>th</sup> or equivalent				
Graduation/Diploma /Degree				
Post Graduation				
Coaching Certificates (if any) Separate sheet may be attached for multiple certificates				



7. Details of experience as coach/instructor, in chronological order (from current to the earliest). Enclose a separate sheet authenticated under your signature (\*):

Organization	Post Held	From	To	Total Experience (in years & months)	Nature of Duties	Nature of Appointment {Regular/Contractual/Part Time/Adhoc}

8. Sports Achievements(\*) :.....

Sr. No.	Competition	International/National/Sate/University	Year	Position

9. Additional information if any, which you would like to mention in support of your suitability for the post  
(Attach separate sheet if necessary) :.....

(\*) *Self certified copies of all the documents mentioned above should be submitted along with the application. A self-certified undertaking of no criminal record/no blacklisting by any organization also needs to be submitted.*

Signature of the Candidate :  
Name of the Candidate :  
Address :

**DECLARATION**

I hereby declare that the information furnished above is true to the best of my knowledge and belief. If at any time it is found that I have concealed any information or have given any incorrect information/ data, my candidature for empanelment will be cancelled / terminated, without any notice or compensation.

There are ..... number of enclosures with.....pages attached along with this form.

Date:  
Place:

Signature of the Candidate