

JUDO FEDERATION OF INDIA

Judo Federation invites application for the following Posts on an urgent basis.

Judo Federation of India (JFI) is the National Sports Federation for the sport of Judo in India, recognized by the Department of Sports, Ministry of Youth Affairs & Sports, Government of India, and International Judo Federation (IJF), and the Indian Olympic Association.

For development of the sport of Judo and providing administrative support to the Indian Judokas, JFI Intends to recruit Director and Sports Associate to work with the JFI head- office and other team members in the National Judo Events. The Staff so recruited, will be posted at Head Office of the JFI Delhi and may needs to travel anywhere in India for the Judo events.

The number of vacancies and the place of deployment can be varied as per workload. Indicative figures are as follows: -

S No.	Designation	No of Vacancies
1	Director (Administration & Operations)	01
2	Sports Associates	02

❖ Salary is negotiable as per the experience and qualification of the Candidates

The eligibility, General instructions and the application form are given below:

1] Director (Administration & Operations):

The Director will undertake following tasks:-

- I. Manage day to day administrative work of HQ, JFI.
- II. Oversee the function, management, planning, execution, verification & reporting of Operations of the given projects.
- III. Preparing Plans, PPT, Reports and Presentations for meetings, National and International Events.
- IV. Expression of Interest (EOI) and Request for Proposals (RFPs) for Procurement of Goods and Services according to the GFRs, CVC Guidelines and Procurement Manual of Government of India.

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V. Any other work as assigned by JFI/SAI.

Eligibility Criteria:

I. **Essential Qualification** :- Post Graduate

II. **Desirable Qualification** :- MBA/Post Graduate Diploma specialization in Sports Management from a recognized university.

III. **Desirable Experience** :-

- a. Preference will be given to persons with work experience of 8-10 years in the relevant field / Sports Administration.
- b. Participation in nationals and international level in Olympic Sports Disciplines would be advantageous.
- c. Strong written, and verbal communication skills in English.
- d. Good Knowledge of IT, Software applications and social media.
- e. Knowledge of Judo would be advantageous.

2] Sports Associate:-

Sports Associate will undertake following tasks:-

- I. Coordination and administrative work of JFI Events
- II. Monitoring of National Campers, NCOE athletes e.t.c.
- III. Preparing Reports and Presentation of the JFI Events
- IV. Management of Data and Computer Operations
- V. Any other work as assigned by JFI/SAI.

Eligibility Criteria:

A] Essential Qualification :- Bachelor Degree in any stream (3years from a recognized University)/Diploma.

B] Desirable Qualification :- Experience in Judo as a Player/Coach, or other Games.

C] Desirable Experience :-

- a. Preference will be given to persons having work experience in the relevant field / Sports Admin..
- b. Participation in nationals and international level in Judo would be advantageous.
- c. Strong written and verbal communication skills in English.
- d. Good Knowledge of IT, Software applications and social media.

Banee Brata Das
General Secretary,
Judo Federation of India

Date of issue: 23-10-2026

Place: Delhi

NOTE:

- OUT OF THE TOTAL APPLICATIONS RECEIVED, CANDIDATES WILL BE SHORTLISTED BY A COMMITTEE FOR INTERVIEW (BASED ON THE CRITERIA MENTIONED ABOVE).
- MERIT LIST: IT IS TO BE NOTED THAT MERE QUALIFYING FOR THE INTERVIEW DOES NOT CONFIRM FINAL SELECTION. SEPARATE MERIT LIST WILL BE PREPARED PURELY ON THE BASIS OF MARKS OBTAINED BY THE CANDIDATES IN INTERVIEW.
- THE CANDIDATE MUST PRODUCE ALL THE ORIGINAL DOCUMENTS; AT THE TIME OF INTERVIEW .

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GENERAL INSTRUCTIONS

- i. **WHO CAN APPLY:** Online applications are invited from both male and female candidates, who fulfill the essential eligibility criteria as mentioned above on contract basis in Judo Federation of India.
- ii. **HOW TO APPLY:** The candidate has to apply only online through the email at jfiindia@gmail.com

- 1] The applicant must possess a valid and functional email id.
2] The e-mail ID entered in the form should remain active until the recruitment process is completed.

DATE OF OPENING ONLINE REGISTRATION : 23rd October 2026

DATE OF CLOSING ONLINE REGISTRATION : 10th November 2026

iii. **DOCUMENTS REQUIRED:**

- A. Application form with recent passport size photograph.
- B. Resume.
- C. Proof of Date of Birth.
- D. Copy of updated Aadhar Card / Proof of Residence.
- E. Bachelor's Degree and mark sheet.
- F. Work Experience Documents claiming work experience must clearly mention the following:
 - Name of the establishment.
 - Signature of competent authority/issuing authority clearly stating their position of authority in the organization.
 - Duration of work experience.
 - The field in which the candidate has worked or the post held in the establishment
 - All documents must be self-attested.

NOTE : Non self-attested documents will be rejected.

- iv. **CALL LETTERS FOR INTERVIEW :** The Call Letters for interview shall be communicated electronically in the valid and functional email id provided by the candidate.

CANDIDATES SHOULD CHECK THE WEBSITE AND THEIR REGISTERED EMAIL REGULARLY FOR UPDATES REGARDING INTERVIEW DATES AND OTHER RELEVANT DETAILS. ANY VARIATION IN THE DETAILS PROVIDED AND DOCUMENTS SUBMITTED ONLINE WILL LEAD TO REJECTION OF THE CANDIDATE. ANY UPDATES AND NOTIFICATIONS WILL BE HOSTED ON THE WEBSITE.

- v. The responsibility of ensuring genuineness of the certificate lies completely with the candidate by self-attestation. JFI reserves the right to discard experience certificates which do not provide correct details as asked above. Website links could be provided to ascertain genuineness.
- vi. Candidates will be called for the interview based on the short-listing criteria as mentioned above. Hence mere fulfillment of eligibility criteria does not entail that candidate will be called for the interview.
- vii. The Candidates should note that their candidature at all the stages will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any stage before or after Interview, it is found that they do not fulfill any of the eligibility conditions; their candidature will be cancelled by the JFI.
- viii. **NOTE : SELECTED CANDIDATES WILL BE REQUIRED TO PRODUCE THE ORIGINALS OF THE CERTIFICATES MENTIONED ABOVE AT THE TIME OF JOINING.**
- ix. **Terms & Conditions for contractual engagement:**
 - (i) **Tenure** : Initial contractual engagement will be for a period of two years. The tenure can be further extended on the basis of satisfactory performance and subject to requirement.
 - (ii) **Age limit** :

Director – Upto 50 Years
Sports Associate : Upto 35 Years
 - (iii) **Tax Deduction at source** :- The income tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the JFI will issue TDS certificates/ Service Tax, as applicable.
 - (iv) **Other Allowances** :- No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities like DA, Accommodation, Residential Phone, Conveyance/Transport, Personal Staff, Medical reimbursement, HRA, and LTC etc. would be admissible to them. In case he/she is required to proceed outstation from the place of posting for official duty, he/she will be entitled to boarding lodging and travel as per JFI norms.
 - (v) **Extension** : - Performance of the selected candidates would be continuously reviewed and their extension will be considered on the basis of periodic review /requirements.

(vi) Leave :- Personnel leave will be as per the contract rules.

(vii) Termination :- The contract can be terminated by giving a 30 days' Notice period by either party, ie. JFI and the employee. In cases of extreme impropriety by the employee the contract may be terminated immediately without notice.

- x. Candidates must apply within the scheduled time period, no application received after the last date shall be entertained.
- xi. Candidates who apply under this advertisement may also be shortlisted for future requirements of Administrative staff in organizations covered under JFI schemes.
- xii. Decision of JFI in all matters regarding eligibility, selection and posting would be final and binding on all candidates. No representation or correspondence will be entertained by JFI in this regard.
- xiii. In case of any dispute, jurisdiction of Court, Delhi only will be applicable.
- xiv. Please do visit your email account regularly for further updates.
- xv. Further notifications/corrigendum in this regard, if any, will be put upon JFI website only.

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APPLICATION FORM:

APPLICATION FORM FOR THE POST OF DIRECTOR / SPORTS ASSOCIATE

Recent colored
passport size
photograph(Self
attested)

1. Full Name in Capital Letters(as per the matriculation certificate):
2. Gender:
3. Date of Birth (as per the matriculation certificate):
4. Father's Name (as per the matriculation certificate):
5. Nationality:
6. Permanent Address:
7. Address for Communication:
8. Mobile number and Email ID(a valid and functional email ID to be provided):
9. Academic Qualifications:

Degree	Maximum Marks	Marks Obtained	Percentage of Marks	Name and Address of College/Institution	University	Year of Passing
Graduation						
Post-Graduation (Mention the Specialty-_____)						

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Knowledge / Degree in IT						
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10. Details of Services rendered earlier/Experience in related field: (After the basic graduation).

Designation	Name and Address of the Organization	Duration of Tenure		Total Period
		From	To	

11. Sports Achievements :

Name of Event	As Athlete/Coach	Date of Events		Achievement
		From	To	

Declaration: I solemnly declare that the above statements made by me are correct to the best of my knowledge and belief. I shall abide by the rules and regulation of Judo Federation of India .

Name & Signature of Candidate