



PUNJAB PUBLIC SERVICE COMMISSION

JOB DESCRIPTION/JOB ANALYSIS FOR THE POST OF DIVISIONAL COACHES (BS-16) IN THE YOUTH AFFAIRS, SPORTS ARCHAEOLOGY & TOURISM DEPARTMENT (CASE No.19RH2019)

MAIN RESPONSIBILITIES AND TASKS

1. To conduct coaching and training courses, camps sponsored by Provisional, Divisional, District, Tehsil and Sports Associations, Educational Institutions for junior and Senior players through-out Punjab.
2. To carry out all other duties assigned by Directorate General Sports Punjab, e.g (i) to prepare instructions, charts, rules of coaching of different games and tournaments, (ii) to draft latest rules of different games and tournaments (iii) to give technical assistance to sports programs under the order of the Directorate Generals Sports Punjab and the respective Divisional Sports Committee.
3. To help in the conduct of Inter Divisional and Inter District and Inter Tehsil competitions of various games.
4. To act as selector and coach of (i) selected Youth team of Tehsils, district and division, (ii) selected Youth teams of the Province, as required.
5. To act technical experts of the concerned game/games.
6. Provide guidance regarding up keep and maintenance of grounds, stadia, gymnasia at Division, District and Tehsil level.

PERSAONLITY TRAITS

1. Administrative Ability
2. Financial Responsibilities
3. Communication Skills
4. Lairdship Qualities
5. Decisiveness

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