



PUNJAB PUBLIC SERVICE COMMISSION
7-Edgerton Road, LDA Plaza, Near Aiwan -e- Iqbal, Lahore.

JOB DESCRIPTION FOR THE POST OF TEHSIL SPORTS OFFICER

Main Responsibilities and Tasks

1. Tehsil Sports Officer would be the ex-officio Secretary of the Tehsil Sports Committee;
2. Maintenance and upkeep of the accounts of the Tehsil Sports Committee;
3. Shall prepare half yearly progress report on the sports activities of the Tehsil and submit the same to the District Sports Officer and Directorate General Sports Punjab,
4. Shall help and guide the clubs and educational institutions in the conduct of coaching/ training:
5. Shall carry out all policies/duties assigned by the Provincial Directorate General Sports Punjab/Division/District Sports Committee
6. Shall conduct youth programme;
7. Shall help the local clubs and institutions in the acquisition of fields and establishment of permanent Sports Coaching Centers in the Tehsil;
8. Shall arrange training and coaching programme for the talented players of the Tehsil with the help of District Coaches:
9. Shall formulate new schemes for the promotion of sports and games:
10. Shall maintain record of youth in particular and other sports men in Tehsil,
11. Shall carry out any duty / orders assigned by the Director General Sports Punjab

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