

**PDPM Indian Institute of Information Technology, Design & Manufacturing, Jabalpur**  
**(An Institute of National Importance, MHRD, Govt. of India)**  
Dumna Airport Road, Jabalpur-482005(MP) INDIA

## Walk-In-Interview for STUDENTS COUNSELLOR

January 20, 2020

No: IITDMJ/2020/01

PDPM IITDM Jabalpur invites applications from motivated and qualified individuals for appointment on purely temporary (contractual) basis for a period of 1 year.

### Details about the post:

S.no	Post	No. of post	Essential Qualification, Experience requirement and age limit	Nature of appointment and duration	Consolidated Salary
1	STUDENTS COUNSELLOR (Professional Counsellor)	2 (UR) (1 Male and 1 Female)	Ph.D./M. Phil./M.Sc. (Counselling Psychology)/Post-Graduate Diploma in the fields of Psychology (Counselling, Clinical Psychology), Sociology or Social work with at least one year relevant clinical experience.	Purely temporary for a period of 1 year (on contract)	Rs. 30,000/- per month

- Desirable :**
- Have training in Counselling technique and/or any therapeutic module
  - Experience in Counselling students of highly competitive residential Institutes of higher learning
  - Administrative experience in managing relevant Counselling service set-ups.

**Job Requirement:** The job would involve active counselling of students largely in the 16-28 age groups, organisational work in connection with developing a suitable counselling programme for students and liaison work with professional volunteer agencies and hospitals for the benefits of the student population of the Institute. Also, the job require: (a) Targeted psychological counselling of individuals for common conditions such as anxiety, adjustment disorder, depression, addiction; (b) Group therapy for certain conditions; (c) Developing and execute appropriate follow up procedure for monitoring progress; (d) Developing a standard operating procedure (SOP) to ensure a smooth operation of counselling activity including crisis management; (e) Designing and organising of regular workshops addressing a variety of subjects such as stress management, self-esteem, test anxiety, managing mood swings, enhancing study skills, stigma attached to accessing mental health care; (f) Counselling students on different challenges faced by them at regular intervals (peer pressure, relationships, academic stress, learning to make decisions, making responsible choices, knowing when to ask help for oneself and for others, family related issues, sexuality, identity, beliefs, time management, substance abuse, physically well-being etc.); (g) Training and guiding the team of student volunteers associated with counselling service; (h) Acting as an referral to the administration or hospital. (i) Performing duties including attending exigencies at all hours

### Important Information for candidates:

- The post is purely on consolidated salary and no other benefit (such as transportation, etc. applicable to regular staff) will be provided to the selected candidate.
- The students counsellor has to work from 09:00 AM to 05:30 PM on working days and on call.
- The counsellor has to stay in campus and will be provided suitable accommodation on payment of nominal charges.
- The posts will be filled up on contract basis for a period of 1 year from the date of issue of appointment letter.

5. **Candidates will have to report for written test/interview with their detailed bio-data, 2 passport size photos, original and attested photocopies of all the certificates, mark sheets, degrees and testimonials.**
6. The applicant must carry an application fees of Rs. 500/- in the form of DD in favour of **Registrar, PDPM-IIITDM Jabapur**, SC/ST/PWD/Women candidates are exempted from payment of application fee.
7. Persons employed in Government/Semi-Government Organization are required to produce a no-objection certificate at the time of interview.
8. Canvassing in any form will be a disqualification.
9. The Institute reserves the right to fill or not to fill the post advertised.
10. The candidate will have no direct or indirect claim of a regular appointment on any post at PDPM IIITDM Jabalpur in future.
11. **WALK-in-INTERVIEW will be held on February 4, 2020 from 10AM onwards at PDPM IIITDM Jabalpur till 02PM. Candidates are expected to report at the Administrative Block of the Institute at 9.30 AM on the said date.**

**Registrar**