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# GA DIGITAL WEB WORD

PLOT # 1, HARGOBIND ENCLAVE, VIKAS MARG EXTENSION, NEW DELHI – 110092

☎: + 91 9109492708, 8878222062 E-MAIL: mayur.gadigital1790@gmail.com

September 14, 2020

## Advertisement for the Post of Project Student's Counselor (Full Time)

The Indian Institute of Science Education and Research Bhopal, the principal employer appointed M/s G A Digital Web Word Pvt. Ltd. for deployment of manpower on short term basis through work outsourcing.

In this connection, M/s G A Digital Web Word Pvt. Ltd., invites applications from interested candidates for the following position:

<b>Post</b>	<b>Project Student's Counselor (Full Time)</b>
<b>No. of Posts</b>	<b>Total no. of the posts are 02 (Preferably 01 male &amp; 01 female).</b>
<b>Essential Qualifications and experience</b>	<ol style="list-style-type: none"><li>1. Master's Degree in Psychology (Clinical or counselling) or Social Work (Medical and psychiatric) with practical experience.</li><li>2. A minimum of 2 years' of documented experience in student counselling with regard to their psycho-social &amp; emotional health and academic performance.</li></ol>
<b>Desirable Qualification</b>	<ol style="list-style-type: none"><li>1. An additional qualification in Mental Health and counselling from government recognised Institutions is desirable.</li><li>2. Adequate experience in counselling of UG/PG level students in Central/State Government Funded Institutions.</li></ol>
<b>Desirable Skills</b>	<ol style="list-style-type: none"><li>1. Ability to train groups of students on academic stress management, decision making, time management, goal development, career etc.</li><li>2. Expertise in managing social media and other contemporary technologies for conducting counselling Outreach activities among the student community.</li><li>3. Interface with other professionals inside and outside of the Institute to help conduct lectures, exhibitions and other events to build awareness about the need for counselling.</li><li>4. Counsel the students on different challenges faced by them at regular intervals in matter concerning peer pressure, relationship, 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.</li><li>5. Act as a referral to the administration or hospital.</li><li>6. Interact and interface with the mentoring and hostel student administration systems that are in place to develop lines of communication with the students.</li></ol>
<b>Pay / Gross Salary</b>	<b>Rs. 41,820/- per month</b>

In addition, EPF and Medical Insurance facilities, as per rules, shall be available.

**How to apply:**

Please submit duly filled online application (completed in all respect) on or before **5 PM, September 29, 2020** available at <http://gadigital.in/pages/insrtruction.aspx>

Also, the self-attested copies of the certificates/mark sheets and other testimonials should be mandatorily submitted to the email id [mayur.gadigital1790@gmail.com](mailto:mayur.gadigital1790@gmail.com)

**Only shortlisted candidates will be called for Written test/ Interview. No TA/DA will be paid for attending the Written test/ Interview.**

The original certificates/mark sheets and other testimonials are to be produced for verification at the time of written test/interview.

**General Terms and Conditions:**

1. The post is initially for a period of one year from the date of joining and further extendable subject to satisfactory performance.
2. The outsourced employee shall be on the payroll of M/s GA Digital Web Word Pvt. Ltd.
3. The post is purely contractual and temporary.
4. The Company / Employer reserves the right to relax age, educational, or any other qualifying criterion as per its requirement.
5. The post holder will have no right whatsoever to the permanent employment/regularization/ contract/ absorption.
6. The assignment can be terminated by either side without assigning any reason.
7. After expiry of the term, employment shall stand terminated automatically unless the same is extended in writing.
8. The Employee shall strictly observe the Code of Conduct and Rules & Policies prescribed by IISER Bhopal from time to time during the period of their deployment at the premises of our client IISER Bhopal.

The aforesaid Terms & Conditions are supplementary in addition to the terms of appointment order/contract, which shall be issued to the eligible candidate.

M/s G A Digital Web Word Pvt. Ltd. reserves the right to deny & cancel all the applications received and cancel the appointments without assigning any reason whatsoever.

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