No. 411002/7/2022-NFR   Dated: 26th May, 2022

ADVERTISEMENT FOR THE POST OF COUNSELOR

Indian Institute of Technology (Indian School of Mines), Dhanbad formerly known as Indian School of Mines, Dhanbad established in 1926 offers 4 yr. B.Tech., 3 yr. M.Sc. Tech., 2 yr. M.Sc., 5 yr. Integrated M.Sc. (Tech.)/M.Tech., 5 yr. Dual Degree (B.Tech. & M. Tech./MBA), 2 yr. M.B.A., 2 yr. M.Tech., full timeand part time Ph. D. courses/programmes in Engineering and Basic/ Earth/Social/Applied Sciences, Humanities and Management disciplines. Other details regarding the Institute and its activities may be obtained from its website **www.iitism.ac.in**.

The Institute invites application from Indian Nationals for appointment the following non-teaching post:

Sl. No.	Name of the post	No. of Vacancy	Level in the Pay Matrix of 7th CPC	Remarks
1.	Counselor	01 (UR)	Pay Level-10	This post is suitable also for Divyang candidate having the following categories of benchmark disabilities:- (a) Low Vision (b) Hard of hearing and (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy.

Eligibility Conditions:

Counselor Pay Level- 10 Age Limit: 40 Years
Educational Qualification and Experience-
Essential:
M.A/M.Sc. in Clinical Psychology and Graduation in Psychology with at least 55% marks from a recognized University/Institute.
Experience: 05 years' experience of Counselling which includes 01 year of Clinical experience in a Mental Health Centre plus 03 years' experience in the post of a regular full time Counsellor, preferably in an Educational/Counselling Centre. Require good oral, written skills, ability to communicate adequately with diverse students and employ population.

Job Requirement: The job would involve active counselling of students largely in the 16-28 age groups, organizational work in connection with developing a suitable counselling programme for students and liaison work with professional volunteer agencies and hospitals for the benefit of the student population of the Institute. Proficiency in the use of a variety of computer office applications viz., M.S. Word, Excel, PowerPoint or equivalent is a must. **Desirable:** Additional qualification in Mental Health or Counselling.	
Note: **The above mentioned qualifying degrees are essential. The candidates not possessing the same shall not be considered.**	

Note: i) A single pdf containing the proof of all requisite educational qualifications must be uploaded with the application.
        ii) A single pdf of all experience certificates must be uploaded with the application.

GENERAL INSTRUCTIONS TO THE CANDIDATES

1.	In the case of candidates who have served the Institute or other IITs/NITs/CFTIs etc. for at least three years on regular post, the maximum age limit may be relaxed by 05 years. (No age relaxation for the employees from private organizations shall be admissible under this clause.) Age relaxations as per GoI norms shall also be admissible to the regular employees of Central/State Governments; Ex-Servicemen, Divyang candidates etc.
2.	(a) The Institute reserves its right to place a reasonable limit on the total number of candidates to be called for selection process. (b) Fulfillment of qualifications per-se does not entitle a candidate to be called for selection process. (c) The Institute reserves the right not to fill up the posts, cancel the advertisement in whole or in part without assigning any reason and its decision in this regard shall be final.
3.	The closing date for submission of application shall be considered the cut-off date for age, educational qualification and experience etc.
4.	The Institute reserves the right to assign/ transfer the selected candidates to any section/ department within the Institute and appointments will be offered accordingly.
5.	(a) The Institute reserves the right to relax experience in the case of candidates serving in Government Departments/ IITs/ NITs/ Central Autonomous Bodies in analogous positions. (b) Higher initial basic pay may be given to exceptionally qualified and deserving candidate(s).

6.	The Selection Process will be as under:
	(A) Practical Skill Test – Qualifying nature
	
	(B) Main Exam
	        Step I: Written Test* - 80 marks
	        Step II: Computer/ Trade Test* - 20 marks
	                              Total - 100 marks

	*Above mentioned tests will be conducted wherever required. The Committee constituted to conduct the Written Test and Trade Test/ Computer Test will decide the minimum qualifying marks for Written & Trade Test/ Computer Test. The answer sheets of Written test and Trade Test/ Computer test of the candidates declared qualified in the Practical Skill test shall be evaluated. Only the candidates who will qualify the Written & Trade / Computer Test (step I&II) will be called for Presentation & Interview of the selection process. The final selection will be on the basis of presentation and interview before the Selection Committee.
7.	No TA will be paid for written/Computer/skill tests.
8.	The candidate recommended for interview will be paid for the train journey by AC-III Tier by the shortest direct route on submission of claim and tickets.
9.	**Recruitment Fee and mode of payment: Recruitment fee Rs. 1000/- to be paid through SBI collect link available on the website of the Institute** **https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=272342** and the payment details are to be filled in the application form. **Note: SC/ST/ Ex-Servicemen and Female candidates are exempted from payment of recruitment fee.**
10.	**Application is required to be submitted online latest by 10th July, 2022 using the Non- Faculty Recruitment Module available on the link** https://nfr.iitism.ac.in/index.php/recruitment/User_login Notes: i) Applications received after the closing dates and incomplete applications will be summarily rejected. ii) The applicants should keep visiting the website of the Institute for any information related to the recruitment process. iii) The candidates applying for the post(s) should ensure that they meet all the eligibility conditions. If at any stage it is found that the candidate is not meeting the eligibility conditions, his/her candidature will be summarily rejected. iv) The persons presently employed the Central Government/ State Govt. / Union Territory Administration/ Central or State Autonomous Bodies/ Central or State PSUs are to submit **No Objection Certificate (NoC)** from their employer for applying against this advertisement. They may submit their application without NoC, but the same shall be treated as Advance Copy and such candidates shall be required to submit NoC at the time of Interview, failing which their candidature may not be considered.
11.	Legal disputes, if any, regarding the above will be restricted within the jurisdiction of Dhanbad only.

Registrar (Actg.)