



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद
धनबाद— 826 004 (झारखण्ड), भारत
Indian Institute of Technology (Indian School of Mines), Dhanbad
Dhanbad – 826 004 (Jharkhand), India

No. 411002/7/2023-NFR

Dated: 21st April, 2023

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 time and 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 7 th CPC	Remarks
1.	Counselor	02 (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
<u>Educational Qualification and Experience-</u> 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.

Important Note: The applicants must possess the essential educational qualifications and experience indicated above against the respective posts. Non-possession of essential requirements will lead to disqualification.

Note:-

- (a) A single pdf containing the proof of all requisite educational qualifications must be uploaded with the application.
- (b) A single pdf of all experience certificates must be uploaded with the application.

GENERAL INSTRUCTIONS TO THE CANDIDATES

1	<p>The Institute reserves its right to place a reasonable limit on the total number of candidates to be called for selection process.</p> <p>Fulfillment of qualifications per-se does not entitle a candidate to be called for selection process.</p> <p>The Institute reserves the right not to fill up the posts, cancel the Advt. in whole or in part without assigning any reason and its decision in this regard shall be final.</p>
2	<p>Age relaxation to Divyang candidates shall be admissible as per Government of India norms.</p> <p>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 5 years. (No age relaxation for the employees from private organizations shall be admissible under this clause.)</p> <p>Age relaxations as per Gol norms shall also be admissible to the regular employees of Central/State Governments; Ex-Servicemen etc.</p>
3	<p>The closing date for submission of application shall be considered the cut-off date for age, educational qualification and experience etc.</p>
4	<p>The Institute reserves the right to assign/ transfer the selected candidates to any section / department within the Institute.</p> <p>Higher initial basic pay may be given to exceptionally qualified and deserving candidate(s).</p>
5	<p>A preliminary shortlisting of the candidates shall be made on the basis of essential qualifications and experience mentioned in the advertisement.</p> <p>The final selection will be on the basis of performance of the shortlisted candidates in Presentation and Interview before the Selection Committee.</p>

	<p>Institute reserves its rights to decide the method of shortlisting the candidates for Presentation & Interview, in case large number of applications are received.</p> <p>Written Test and Computer/ other Test may be conducted, as per Recruitment Rules of IIT (ISM) Dhanbad, if required.</p>
6	<p>To-and-fro rail fare by the shortest route being limited to AC-3 tier/ Air fare (Air Tickets booked directly from IRCTC/Balmer & Lowrie /Ashoka Travels) by Economy class for the journey made from normal place of residence in India to Dhanbad will be reimbursable only to the candidates shortlisted for Presentation and Interview, subject to submission of claim along with tickets and Boarding Passes, whichever is applicable.</p> <p>The Institute also reserves the right to conduct the presentation and interview in online mode depending upon the situation.</p>
7	<p>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/collecthome.htm?corpID=272342 (Select category: <i>Educational Institutions</i>, Filter by State: <i>Jharkhand</i>, Search for Educational Institution: <i>IIT (ISM), Dhanbad</i>) and the payment details are to be filled in the application form. (Application fee is Non-refundable)</p> <p>Note: PwDs/Ex-Servicemen/Female candidates are exempted from payment of recruitment fee.</p>
8	<p>Application is required to be submitted online latest by 5th June, 2023 using the Non-Faculty Recruitment module available on the link https://nfr.iitism.ac.in/index.php/recruitment/User_login</p> <p>Notes: Applications received after the closing dates and incomplete applications (incomplete information, without relevant supporting and complete documents) will be summarily rejected.</p> <p>The applicants should keep visiting the website of the Institute for any information related to the recruitment process.</p> <p>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.</p> <p>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.</p> <p>Candidates are advised to fill the application form and deposit the exam fee, without waiting for the last date to apply.</p>
9	<p>Legal disputes, if any, regarding the above will be restricted within the jurisdiction of Dhanbad only.</p>

Registrar (Actg.)