



College of Social Work (Autonomous)

Nirmala Niketan Institute

Affiliated to the University of Mumbai

N.A.A.C. Re-accredited with CGPA
of 3.53 on four point scale at
Grade 'A' 3rd Cycle (2015)

VACANCY NOTICE

Date of Issue: 24th February 2025

Title: **Counsellor-cum- Placement Officer**

Essential Qualification, Role & Required Experience:

- Master's degree in psychology/ counselling with two years of relevant experience in counselling / job placement activities.
- Responsible for providing counselling for psycho-social challenges faced by students- utilising multiple counselling modalities such as person-centred approach and CBT.
- Offer career preparation and job readiness skills workshop as well as one to one coaching for students requiring support.
- During placements season, coordinate with various stakeholders involved in the job placement process such as recruiters, students, and placement cell members to ensure most students get appropriate jobs.
- The ideal candidate should have multi linguistic communication skills with experience in managing counselling / placement services. This role requires maintain confidentiality but reporting to the principal of any extreme cases that demand Institution/ Family intervention.

The position is initially for a period of 1 year and will be extended depending on performance.

Interested candidates may send softcopy of their CV and cover letter by **2nd March 2025** to cswnnprincipal@gmail.com with cc to nn@cswnn.edu.in



Principal

Dr. Lidwin Dias
Principal
College Of Social Work
(Autonomous)