



NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 620015
OFFICE OF THE DEAN (STUDENTS' WELFARE)

Date : 15.11.2016

The Office of the Dean (Students' Welfare) is inviting applications for the post of Students' Counsellors. Essential requirements for the post and other details are furnished below:-

| S. No. | Criterion | Requirement details |
|---------------|--|--|
| 1. | Name of the post | Clinical Psychologist |
| 2. | Number of posts | 2 : Male – 1 and Female – 1 |
| 3. | Educational Qualification | Master's Degree in Clinical Psychology / Equivalent |
| 4. | Other preferred qualification | <ol style="list-style-type: none">1. Basic knowledge in Computers – Microsoft Office (Preferably)2. Good proficiency in English and Tamil (Hindi*)3. Good verbal and non verbal communication skills |
| 5. | Work Experience | Minimum of 5 years of experience in counselling students upon academic performance, stress and time management, and advise them in anxiety related issues |
| 6. | Age Limit | 30 years – 55 years (as on the date of interview) |
| 7. | Mode of selection | Personal Interview |
| 8. | Salary details | Consolidate pay ranging between Rs.30,000 to Rs.40,000 in accordance to their qualification and prior experience |
| 9. | Last date for the receipt of filled in application | 5 th December 2016 |
| 10. | Date of interview | 22 nd December 2016 |

* A basic understanding of Hindi will be given preference

The post is purely temporary in nature. Initial tenure of the Contract appointment is eleven months only. The tenure of the appointment may be extended subject to satisfactory performance of the counsellor and necessity for the continued retention of them.

The completed application along with self attested copies of all originals including community certificate should be sent to The **Dean(Students' Welfare), National Institute of Technology, Tiruchirappalli – 620 015** on or before **05.12.2016**. The envelope containing application should be super scribed with “**Application for the post of Students' Counsellor at NITT**”. The originals have to be produced at the time of interview only. The institute reserves the right to shortlist the candidates to be called for interview. The interview date will be communicated to the shortlisted candidates through email.

Director i/c
NITT



NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 620015

OFFICE OF THE DEAN (STUDENTS' WELFARE)

Self-attested Recent
Passport Size
Photograph

APPLICATION FOR THE POST OF STUDENTS' COUNSELLOR

| S. No. | Criterion | Requirement details | | | | | | |
|----------------------|--|---|-----|-------|------|----------------------|----------------------|----------------------|
| 1. | Name in Full (Capital Letters as in SSLC Certificate) | | | | | | | |
| 2. | Date of Birth (enclose copy of SSLC Certificate) | <table><thead><tr><th>Day</th><th>Month</th><th>Year</th></tr></thead><tbody><tr><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td></tr></tbody></table> | Day | Month | Year | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Day | Month | Year | | | | | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | | | | | | |
| 3. | Citizenship Status (tick the appropriate box) | <p style="text-align: center;">Citizen of India</p> By birth <input type="checkbox"/> By domicile <input type="checkbox"/> | | | | | | |
| 4. | Address to which communications should be sent (Also furnish email and telephone number) | | | | | | | |
| 5. | Permanent Residential Address | | | | | | | |

Academic Qualifications : (Enclose proof for the same)

| Sl. No. | Examination | Board, Specialisation and University | Month & Year Of Passing | Overall Percentage | Class/ Division |
|---------|-------------|--------------------------------------|-------------------------|--------------------|-----------------|
| a) | S.S.L.C | | | | |
| b) | H.S.C. | | | | |
| c) | Diploma | | | | |
| d) | Degree | | | | |
| e) | Any other | | | | |
| f) | Any other | | | | |

Details of Experience : (Enclose proof for the same)

| Sl. No. | Name and address of the Employer | Designation | From | To | Salary Drawn |
|---------|----------------------------------|-------------|------|----|--------------|
| a) | | | | | |
| b) | | | | | |
| c) | | | | | |
| d) | | | | | |
| e) | | | | | |
| f) | | | | | |

Names of Referees (Preferably of your Professional background)

| Sl. No. | Name and designation | Current Address, Phone Number and Email |
|---------|----------------------|---|
| a) | | |
| b) | | |
| c) | | |

DECLARATION

I hereby declare that the particulars given in this form are true and correct. At any stage if any of the information furnished by me is found to be false or incorrect, suitable action may be taken against me. If selected, I promise to abide by the rules and regulations of the Institute.

Place:

Date:

Signature of the Applicant

Note: Enclose self – attested copies of certificates for Educational Qualifications (SSLC onwards) / Technical Qualifications and Experience (for items 6 & 7 above).

Applications without copies of Certificates will be summarily rejected.

Instructions to the applicant

1. Application should be submitted in prescribed format only.
2. Candidate must be a citizen of India. Candidates employed in Government and Semi-Government Organizations, Public Undertakings, University and Educational Institutions must apply through their present employers. If they anticipate unavoidable delay in their applications submitted through proper channel reaching The Dean (Students' Welfare), National Institute of Technology, Tiruchirappalli – 620 015 before the closing date, they may submit advance copies of their applications, directly to The Dean (Students' Welfare), National Institute of Technology, Tiruchirappalli – 620 015 which will be considered provisionally.
3. No TA/DA will be paid for attending interview.
4. The post is purely on temporary basis.
5. This post does not confer any right on the applicant to claim either continuous employment or permanency in future.
6. Incomplete applications will be rejected without intimation.
7. No interim correspondence will be entertained.
8. The calling of a candidate for interview merely indicates that it is felt that he/she with others may be suitable for the post and conveys no assurance whatsoever that he/she will be recommended or selected or his/her conditions specified in the application will be accepted.
9. Canvassing in any form will lead to disqualification.
10. NITT reserves the right to amend or withdraw any of the terms and conditions contained in the recruitment notification or to reject any or all application without giving notice or assigning any reason.
11. The Institute reserves the right to shortlist the number of candidates depending upon the number of applications received or the qualification of the applicants. The decision of the Selection Committee is final.
12. The applicants are requested to view the website of the Institute daily for any updated information regarding the recruitment process. List of candidates shortlisted for interview will be uploaded in the Institute Website www.nitt.edu .
13. NIT Tiruchirappalli will not be responsible for postal delay or loss of application during transit.

Signature of the Applicant