

**EXPRESSION OF INTEREST (EOI)
FOR PROVIDING PSYCHOLOGICAL COUNSELING SERVICES
AT NIFT BHUBANESWAR CAMPUS ON RETENSIONSHIP BASIS
Date:03.04.2025**

Introduction:

National Institute of Fashion Technology (NIFT), Bhubaneswar invites Expression of Interest (EOI) from eligible and experienced individuals for providing psychological counseling services to students, faculty, and staff members of the institute.

Scope of Work:

The selected counselor will provide counseling services to students, faculty, and staff members of NIFT Bhubaneswar, including:

- Rendering counseling services to students, faculty, and staff members as required
- Maintaining confidentiality while reporting extreme cases to the Director, NIFT Bhubaneswar
- Helping students, faculty, and staff develop interpersonal and emotional support systems
- Conducting workshops, talks, and group discussions to address academic, interpersonal, and emotional needs

Essential Qualification and Criteria:

- Master's degree in Clinical Psychology/Counseling Psychology with a minimum of 60% marks
- Post Graduate Diploma in Guidance Counseling/BA/MA in Psychology
- 5 years of relevant experience in counseling late adolescents and adults in an academic institution or mental health clinic.
- Excellent communication skills.

Other Terms and Conditions:

- The selected counselor will visit the NIFT Bhubaneswar campus two days in a week for two hours, except Saturdays and Sundays.
- The contract will be valid for an initial period of one year, subject to renewal for up to three years based on satisfactory performance.
- The contract can be terminated by either party with one month's written notice.

Schedule of Selection Process:

- Date of uploading EOI on NIFT website: **03.04.2025**
- Last date of receipt of filled-in application: **17.04.2025**
- Names of shortlisted candidates will be displayed on the NIFT Bhubaneswar website

How to Apply:

Eligible and interested candidates may apply as per the prescribed application format (Annexure-1). All relevant documents should be attached with the application. Incomplete application forms will be summarily rejected.

The following documents should be enclosed with the application form:

- Curriculum Vitae with latest passport-size photograph

- Copy of all educational certificates
- Copy of Aadhaar Card and PAN Card
- Proof of experiences
- Quote per visit in a separate sealed envelope

Selection Procedure:

The eligible candidate who quotes the lowest amount per visit will be selected for the post of Psychological Counsellor.

Submission of EOI:

The EOI should be submitted in sealed envelopes, superscribed as "EXPRESSION OF INTEREST (EOI) FOR PSYCHOLOGICAL COUNSELOR (ON RETENSION BASIS)" and reach the office of the Director, NIFT Bhubaneswar Campus, Plot No-24, Chandaka Industrial Estate, Patia, Bhubaneswar-751024 on or before **17.04.2025 by 5 PM.**

Note:

Director NIFT, Bhubaneswar will have the sole authority to accept or reject any application, if he is satisfied with the cause to do so, without assigning any reason thereof.

ANNEXURE “A”

(To be filled by the concerned candidate)

VERIFICATION FORM FOR APPOINTMENT OF PSYCHOLOGICAL
COUNSELOR
FOR NIFT, BHUBANESWAR CAMPUS

1.	Name in full (block letters) (the name should be same as in his qualification degree)		Recent Photograph
2.	Father / Husband's Name		
3.	Date of Birth		
4.	Nationality		
5.	Qualification i.e. (Photocopy of the certificate/ mark-sheets should be annexed).		
6.	Details/copies of experience if any.		
7.	Specialization		
8.	Present Residential Address in full (including the name of P.S)		

9.	Permanent Residential Address in full (including the name of Thana)	
10.	Work experience, if any in Government Sector	
11.	Work experience, total (in brief)	
12.	Have you ever been arrested, prosecuted or fined by a Court of Law? If yes, give full details	

I certify that the above information is correct and complete to the best of my knowledge and belief.

Signature of the applicant
Date: