



রাষ্ট্রীয় ঔষধীয় শিক্ষা এবং গবেষণা প্রতিষ্ঠান কলকাতা
राष्ट्रीय औषधीयों शिक्षा एवं अनुसंधान संस्थान कोलकाता
National Institute of Pharmaceutical Education and Research Kolkata
Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India
Chunilal Bhawan, 168, Maniktala Main Road, Kolkata- 700054
Website: www.niperkolkata.edu.in Email: nipercontrectt@niperkolkata.ac.in Tel: 033- 23200086

ADVERTISEMENT FOR EMPANELMENT OF VISITING STUDENT COUNSELLOR

Advertisement No.: 11/11/2026/NK/A&E

Dated: 17/01/2026

National Institute of Pharmaceutical Education and Research, Kolkata (NIPER- Kolkata) is an Institute of National importance set up by an act of parliament under the aegis of the Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India, to impart high-quality Education & Research in the area of Pharmaceutical Sciences. NIPER- Kolkata invites application from eligible Indian Nationals for engagement as Visiting Student Counsellor (on visiting charges basis) as per the following terms:

1	Name of the Post	Visiting Student Counsellor
2	No. of positions	01 (One) only
3	Consolidated Pay	Rs. 16,000/- per month for 04 (four) monthly visits (weekly once with four hours duration) in case additional visits required Rs. 1000/- per hour will be paid accordingly.
4	Tenure	Initially for 01(one) year, extendable upon satisfactory performance at the sole discretion of NIPER- Kolkata.
5	Leaves	As the engagement is on visit basis therefore no leaves are entitled / eligible to the individual selected as Visiting Student Counsellor.
6	Essential Qualification	Bachelor's Degree in Psychology with minimum 60% marks from recognised University with relevant experience of five years after the qualifying degree, out of which three years should be student counselling experience in a higher educational institution. OR Master's Degree in Psychology with minimum 60% marks from recognised University with relevant experience of three years after the qualifying degree, out of which minimum one year should be student counselling experience in a higher educational institution.
7	Desirable Qualification	<ul style="list-style-type: none">• License holder of Rehabilitation Council of India (RCI).• Ph.D in Psychology.
8	Job Description	<ul style="list-style-type: none">• The counsellor would render counselling service to all the bonafide students as required and be available to staff and faculty of NIPER-Kolkata during the working hours and in the working days only.• The counsellor would be the point of contact for students if they require interpersonal/ emotional counselling.• He/ She must be comfortable working with students from a variety of socio- economic backgrounds.• The counsellor shall have excellent communication skills in Bengali, Hindi and English language.• The counsellor will maintain confidentiality but report to Dean, NIPER- Kolkata of any extreme cases that demand Institute/ family intervention (Related to students).• The counsellor shall have proper coordination with the Institute Medical Officer for rendering counselling.• Tele consultation as and when required with students and staff.

		<ul style="list-style-type: none"> • The counsellor shall conduct workshops, talks, and group discussions from time to time to help students with their academic, interpersonal, and emotional needs. • The counsellor shall conduct separate orientation sessions to students as well as Teaching and Non- Teaching staff of the Institute once in a year at the beginning of the Academic Session. • The Student counsellor shall maintain a database of the mental well-being of the students who takes up the counselling services. • Service of the Student counsellor may be terminated by giving 01 (One) month notice by either side.
9	Mode of Selection	In person interview only

GENERAL INSTRUCTIONS:

1. Candidates of Indian nationality can only apply for these posts. Preference will be given to the candidates staying in Kolkata.
2. Candidates should read carefully the requisite minimum essential qualifications, age, eligibility, experience criteria, etc. laid down in the advertisement before applying for the above post. Since all the applications will be screened on the basis of data submitted by the candidate in the Application Form (by email), the candidates must satisfy themselves with their suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be summarily rejected.
3. Incomplete applications or those without relevant supporting documents (self-attested copies of Date of birth/ Degrees/ Certificates/ Mark sheets/ Experience Certificates/ documents, etc.) will be rejected.
4. On the recommendation of the Screening/ Selection Committee, the Competent Authority may relax the experience of the candidates in exceptionally meritorious cases.
5. Fulfilment of qualifications and experience is an essential requirement. The candidate will be called for an interview as stated above while progressing ahead in the stage(s) of recruitment/ selection, following the standards in general. As stated, the Institute is free to set the benchmark and call only the eligible candidates for the interview. Further, NIPER Kolkata also reserves the right to cancel the notification, in the event of exigency so decided.
6. The NIPER Kolkata reserves the right to change (cancel/modify/add) any of the criteria, method of selection and appointment, etc.
7. Intimations will be sent only by E-mail as per the details mentioned in the Application form.
8. Any dispute arising out of this Advertisement including the recruitment process shall be subject to the sole jurisdiction of the High Court of Calcutta.
9. Canvassing in any form may lead to the cancellation of the application.
10. The last date of receiving the application will be 30 days from the date of publishing this advertisement in the Employment News

HOW TO APPLY:

Interested candidates are required to submit their application form as per the attached format, along with the relevant documents as per the qualification criteria given above on or before 16.02.2025 (Monday), 05:00 PM to the Email ID given below.

- Email ID: nipercontrectt@niperkolkata.ac.in
- Website: www.niperkolkata.edu.in

Accordingly, all professionally qualified Indian Nationals and eligible candidates are encouraged to apply diligently and eligible candidates will be called for the interviews (in- person only) as specified above. The applications are to be sent to the following E-mail ID only. Applications sent to any other Email will not be considered at all. In case of any query, the candidate may write to the Email ID mentioned above.

APPLICATION FOR THE POST OF VISITING STUDENT COUNSELLOR

1	Name of the Applicant (In Block Letters)			
2	Father's Name			
2	Gender (Tick whichever is correct)	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
3	Date of Birth and Age	(DD/MM/YYYY):	Age as on the last date of the advertisement: _____ Years _____ Months _____ Days	
4	Residential Address		Affix your passport size photo	
5	Address for correspondence (If different than residential address)			
6	Telephone No. (Landline if applicable)	STD Code: _____ Number: _____		
7	Mobile No.			
8	Email ID			

Educational Qualification (Please attach separate sheet wherever required)

Sl. No.	Qualification/ Degree Name	Period		Name of the University/ Council	Percentage of Marks obtained	Registration No. & Date
		From	To			

Professional Experience (Please attach separate sheet wherever required)

Sl. No.	Name of the Organisation	Exact dates to be given		Total period (in years)			Nature of Appointment	Total Remuneration	Nature of Duties
		From	To	Years	Months	Days			

Any other relevant information (Please attach separate sheet wherever required)

Details of enclosures

1. _____
2. _____
3. _____

Declaration

I hereby declare that all the statements made in the application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by NIPER- Kolkata, if I am declared by them to be guilty of any type of misconduct mentioned herein.

Date:

Signature of candidate:

Place: