

## **JUNIOR OFFICER (COUNSELING & GUIDANCE CENTER)**

**Reference Code** : HLL/HR/033/2023

**Job Title** : Junior Officer (Counseling & Guidance Center)

**Start Date** : 08.11.2023

**End Date** : 22.11.2023

### **Company**

HLL Lifecare Limited (HLL), India's leading manufacturers and marketers of contraceptive, Health Care and Pharma products is a Mini Ratna Central Public Sector Enterprise under the Ministry of Health and Family Welfare. HLL is a global leader in the area of contraceptives, hospital products and healthcare services. With 8 manufacturing units, 3 subsidiary / joint venture companies, 21 regional offices. HLL exports products to over 85 countries. Besides this, HLL is engaged in providing healthcare and diagnostic services, consultancy and contract services for healthcare infrastructure projects and consultancy services for procurement of medical equipment and devices in healthcare sector. Thus, HLL is positioned as a total healthcare solution provider catering to the well-being of the society at large.

### **Department**

**Counseling & Guidance Center, HLL- Peroorkada Factory**

### **Tasks**

- a) Co-ordinate counseling programs for employees with absenteeism, family problems, substance abuse, stress etc.
- b) Conducts employee awareness programmes and employee satisfaction survey, talks on health etc.
- c) Organise recreation activities for employee engagement.
- d) Visit employees admitted in hospitals.
- e) Visit houses of employees with family issues, financial crisis, absenteeism etc and recommend intervention programs.

### **Requirements**

**Maximum Age:** 30 years as on 01.11.2023.

**Basic pay range** (For Fixed Term Contract engagement): Rs.11,000/- to 22,000/-

**Gross Salary:** Rs.20,438/- (in the minimum of the range)

### **Qualification:**

Essential: Masters in (Psychology)/ MSc (Counseling Psychology)

### **Post Qualification Experience:**

Essential: Minimum two years experience in employee and industrial counselling, de-addiction counselling.

Desirable: Masters in Social Work (MSW)

**No. of Positions** : 1  
**Posting Location** : Peroorkada Factory, Thiruvananthapuram  
**Contract Type** : Non - Executive – Contract  
**Employment Fraction** : Full-time

**General Conditions:**

- Applications not in the prescribed format **will not be considered** for selection process and no further communication will be sent separately.
- Application Format can be downloaded from the website.
- Job title and Reference code should be clearly mentioned in the Application form
- SC/ST/OBC/PwD candidates will be eligible for relaxation as per Government of India directives.
- The crucial date for determining the age limit shall be same as the cut of date for calculating Qualification & Post Qualification Experience of the candidates.
- Canvassing in any form will be a disqualification.

***For applying for the post, candidates can send the following details to [recruiter@lifecarehl.com](mailto:recruiter@lifecarehl.com)***

***\*\* (Application in the prescribed format, CV, Copies of All Education & Experience certificates, Salary Slip etc.)***