

Kinnaird College for Women



VACANT POSITION

Kinnaird College for Women invites applications from bright & motivated candidates (females only) for the following position:

Campus Counselor

JOB PROFILE: The incumbent will provide counseling to students on a range of issues related to psychological well being.

QUALIFICATION, EXPERIENCE AND SKILL SET

- MS/M.Phil in Clinical/Counseling Psychology (18 years of Education) from HEC Recognized University
- 02 years of experience in the relevant field
- Computer Proficiency
- English Language Proficiency
- Effective Communication Skills in both oral and written forms

INSTRUCTIONS FOR APPLICANTS

- Applications along with attested copies of the following documents should be sent through registered mail on the address mentioned below:
 - Cover Letter along with detailed resume
 - Two passport size photographs
 - Attested copies of CNIC and all relevant documents (domicile, experience letters and other certificates mentioned in the resume)
 - Complete contact details
 - Names and contact details of two referees
- The name of the post applied for should be written clearly at the top right corner of the envelope
- Applicants must have obtained all educational certificates and degrees from Government and HEC recognized institutions. Should not have 3rd Division in their entire academic career
- Part time, honorary, apprenticeship and internship experience will not be counted as work experience. Experience will only be considered if acquired after the minimum required academic degree.
- No TA/DA will be given for appearing in the interview.
- Age of the applicant should be between 25 years – 50 years on January 31, 2018.
- The last date for receipt of applications is February 26, 2018.
- Applications received after the due date will not be accepted by the College
- Only short listed candidates will be invited for an interview

Only those candidates may apply who fulfill the minimum eligibility criteria. Candidature shall be cancelled at any stage due to incomplete or incorrect information.

We reserve the right to withhold appointment on advertised post.

The Principal
Kinnaird College for Women, 93-Jail Road, Lahore.
Tel: 042-99203781-84
<http://www.kinnaird.edu.pk/>