

**DEPUTY MANAGER (COUNSELING & GUIDANCE CENTER
- HLL PEROORKADA FACTORY)**

Reference Code : HLL/HR/37/2023

Job Title : DEPUTY MANAGER (COUNSELING & GUIDANCE CENTER- HLL
PEROORKADA FACTORY)

Start Date : 22.11.2023

End Date : 06.12.2023

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

- Provide counselling services and expert advises for the employees.
- Develop and implement programs to promote employee wellbeing by fostering a supportive and compassionate working environment.
- Develop strategies to manage stress, enhance resilience, and maintain a healthy work-life balance among employees.
- Improve productivity by reducing unauthorized absenteeism among employees due to family/health issues.
- Provide guidance to employees in identifying various psychological treatment measures, de-addiction activities etc.
- Conduct studies and intervention programs for De-addiction, physical and mental health of employees.
- Conduct employee satisfaction survey.
- Customized counseling programs for employees, including employee assistance programs, conflict resolution etc. for improving productivity and engagement.

Requirements

Maximum Age : 35 years as on 01.11.2023

Basic pay range (For Fixed Term Contract engagement): Rs.25,000 – 45,000/-

Gross Salary: Rs.47,700/- (in the minimum of the range)

Qualification:

Essential: MSW (Medical and Psychiatric Social Work) / (Community Development).

Desirable: Diploma in Drug and Alcohol Addiction Counseling / Diploma in Addiction Psychology / Equivalent.

Post Qualification Experience:

Essential: Minimum 6 years experience in counselling field under state / central Govt. initiatives, out of which minimum 2 years shall be in employee and industrial counselling preferably in factory / manufacturing unit.

Desirable: 1. Handled independent role in planning, coordination and conducting counselling activities under state / central govt. initiatives.

2. Experience in de-addiction counseling.

No. of Positions : 1

Posting Location : Thiruvananthapuram

Contract Type : 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@lifecarehll.com

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