

## **JOB DESCRIPTION**

**HOURS OF WORK:** 54 hours (weekly) Sundays Off

**RESPONSIBLE FOR:**

- Counselling
- Business Development

**MAIN PURPOSE OF JOB:**

- Assessments
- Counselling
- Conducting Presentations

**PRINCIPAL DUTIES, RESPONSIBILITIES AND ACCOUNTABILITIES:**

- Calling clients
- Follow-up with clients
- Conducting assessments and Counseling
- Giving presentations
- Business Development

**QUALIFICATIONS / TRAINING:**

- Graduate in Psychology (Masters in Psychology preferred)
- Excellent Verbal & Written Communication Skills in English
- Highly independent and proactive
- Resourceful and able to multi-task
- Willingness to learn
- Comfortable in travelling