



Legenda Education Group is a leading provider of private higher education in Malaysia with a wide range of courses ranging from internal Certificate, Diploma, Degree and Masters programs to collaborative program with foreign universities and professional bodies in its full-fledged campus. The group has now close to 6000 students in various schools of excellence and continues to grow rapidly. Turnover in 2011 is expected to be above RM 150 million and the group employs more than 1000 staff in its campus in Mantin, Negeri Sembilan. In line with our rapid expansion, we invite self-motivated individuals with the drive to excel and grow to join us in the following position.

STUDENT COUNSELLOR

(Negeri Sembilan)

Responsibilities:

1. Counsel individuals to help them understand and overcome personal, social, or behavioral problems affecting their educational or vocational situations.
2. Confer with parents or guardians, teachers, other counselors, and administrators to resolve students' behavioral, academic, and other problems.
3. Observe and evaluate students' performance, behavior, social development, and physical health.
4. Meet with other professionals to discuss individual students' needs and progress.
5. Evaluate individuals' abilities, interests, and personality characteristics using tests, records, interviews, and professional sources.
6. Collaborate with teachers and administrators in the development, evaluation, and revision of school programs.
7. Establish and enforce behavioral rules and procedures to maintain order among students.
8. Attend professional meetings, educational conferences, and teacher training workshops, in order to maintain and improve professional competence.
9. Maintain relationships with students and co-workers that are based on respect and trust.
10. Provide students with individual and group counseling services.

Requirements:

1. Must have Bachelors/Masters Degree in Counseling from a reputable and recognized university
2. Registered with *Lembaga Kounselor Malaysia* will be an advantage.
3. Must Have strong communication and problem-solving skills
4. Required language(s): English and Malay. Able to converse in Mandarin will be an added advantage.
5. Applicants must be willing to work in Mantin, Negeri Sembilan

Human Resource Department
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or you can email your resume to us at hr@legendagroup.edu.my