

Counselor at the Counseling Service

Job ID
REQ-10021110
Sep 09, 2024
Switzerland

Summary

Location: Basel, Switzerland

Duration: 12 month FTE

Providing support and expert counseling to solve psychological problems, which could pose a threat to the integration of the staff.

About the Role

Your responsibilities include, but not limited to:

- Providing individual counseling to associates with respect to their private, professional and health issues.
- Providing counseling for line managers and HR Business Partners regarding the management of employees with increased short absences, psychosocial, health or disciplinary problems, considering the department-specific environment.
- Conducting situation analyses and assessments (loan petitions, budget analysis) as well as providing recommendations and triage for consultations and treatment in local units and clinics.
- Participating in work and project groups as well taking part in health prevention measures, for example health promotion measures, early detection of issues and dealing with stress, etc.
- Planning and implementation of group counseling. Offering of support to the individual participants afterwards if needed.
- Neutral moderation in the event of conflicts between employees, between teams, between leaders and employees.

What you'll bring to the role:

- Bachelor's degree, ideally gained in Social Work or Psychology.
- Additional training in systemic and / or solution orientated counseling.
- Proficiency in English & German is required, other language is desirable.
- Excellent verbal and written communication skills.
- Relevant experience gained as a counselor, social work or psychologist.

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Division

People & Organization

Business Unit

CTS

Location

Switzerland

Site

Basel (City)

Company / Legal Entity

C028 (FCRS = CH028) Novartis Pharma AG

Functional Area

Human Resources

Job Type

Full time

Employment Type

Temporary (Fixed Term)

Shift Work

No

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