



PR/094336 | Student Recruitment Channels

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1513556

Industry

Education

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

January 7th, 2025 06:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

STudent Recruitment Channels

We are looking for a Senior Officer, Student Recruitment Channels

LOCATION

HA NOI

COMPANY OVERVIEW

Our client is an International University in Vietnam

JOB RESPONSIBILITIES

- Actively promote recruitment for various educational programs.
- Achieve personal and team recruitment targets by attracting new applicants to programs.

- Maximize conversion rates from leads to enrollments through effective sales processes and customer care.
- Develop and manage current channels, networks, and personal accounts for student recruitment.
- Build and maintain relationships with agents and recommenders, exploring new potential markets.
- Manage approved commission schemes for agents and recommenders, and provide regular training sessions.
- Develop personal recruitment sources and networks from various sectors to increase potential leads and enrollments.
- Manage recruitment sources and channels with effective account management methods.
- Liaise with data management staff and internal audit to ensure the sales database is updated, trackable, and analyzable.
- Provide high-quality customer care, prepare periodic reports, and participate in internal and public events.

JOB REQUIREMENTS

- Vietnamese national with a Bachelor's degree in a relevant discipline, preferably in Marketing or Business Management.
- Minimum of 2 years of proven experience in a similar role, preferably with local and international agents, and in both B2B and B2C sales.
- Exceptional selling skills with a strong sales aptitude, customer focus, and relationship-building abilities.
- Strong leadership, problem-solving, and analytical skills, with proficiency in planning and execution.
- Excellent written and verbal communication skills in both Vietnamese and English.
- Computer literacy in MS Office applications (Word, Excel, PowerPoint, Outlook).
- Professional, proactive, result-driven attitude with a "can do" mindset, able to work under pressure individually and in a team.

BENEFITS

- Competitive salary package based on qualifications and experience, plus benefits.
- 13th-month Tet bonus for Vietnamese employees and annual cost of living adjustments.
- Performance-based annual salary increases and bonuses, along with recognition programs.

Company Description