



Counselor

- **Vacancy for:** 2
- **Posted on:** Aug. 13, 2018
- **Deadline:** Aug. 20, 2018, 11:59 p.m.

Basic Job Information

Job Category : Marketing / Advertising / Customer Service
Job Level : Mid Level
Employment Type : Full Time
Job Location : Dillibazar, Kathmandu, Nepal
Offered Salary : Negotiable

Job Specification

Education Level : Under Graduate (Bachelor)
Experience Required : Not Required

Other Specification

- Must be Bachelor's degree holder or higher
 - Experienced counselors with a wide-ranging knowledge of international education and a great track record
 - The Ability to communicate in English effectively both orally and in writing
 - Excellent interpersonal skills and an ability to work in a team environment
 - Working knowledge of education system and visa documentation for various country
 - Excellent public speaking, presentation skill and writing skill
 - The ability to use various computer application
 - The ability to take leadership for the respective department
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Job Description

- Handling as a department head for the particular study destination
- Providing a dice to the student that meets a range of students needs as per guidelines provided by the company standard operations procedures
- Assisting students in getting admission in the accredited institutions in the above-mentioned study destinations
- Assisting students in going through all the process elements in obtaining entry as students into at the above-mentioned destinations
- Provide reliable, accurate and comprehensive information based on students profile, preference and socio-economic background

Applying Procedure :

Interested candidates are requested to send their updated **CV** to admin@kiec.edu.np

OR,

Applying Procedure

Apply Link : <https://merojob.com/counselor-249/>

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