



Counselor (Canada)

- **Vacancy for:** 1
- **Posted on:** Nov. 2, 2018
- **Deadline:** Dec. 2, 2018, 11:55 p.m.

Basic Job Information

Job Category : Marketing / Advertising / Customer Service > Counseling
Job Level : Mid Level
Employment Type : Full Time
Job Location : Kathmandu
Offered Salary : Negotiable

Job Specification

Education Level : Under Graduate (Bachelor)
Experience Required : Not Required
Professional Skill Required : Communication, Presentation, Public Speaking

Other Specification

- 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 countries especially of Canada
 - Excellent public speaking, presentation skill and writing skill
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Job Description

- Be updated with the information related to various universities and colleges abroad, especially Canada
 - Counsel students regarding educational issues such as course programs selection and career planning
 - Confer with parents to resolve students academic problems and issues
 - The counselor must oversee all aspects of the visa and immigration service
 - Must ensure that all of the information provided by the student is accurate and correct, preparing and checking all legal documents
 - Updating reports and submitting them to the Seniors
 - Other duties as assigned by the Senior Management
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Applying Procedure

Apply Link : <https://merojob.com/counselor-canada-2/>

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