



## Education Counsellor

- **Vacancy for:** 1
- **Posted on:** Dec. 4, 2018
- **Deadline:** Dec. 15, 2018, 11:55 p.m.

### Basic Job Information

Job Category : Teaching / Education  
Job Level : Mid Level  
Employment Type : Full Time  
Job Location : Kathmandu  
Offered Salary : Negotiable

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### Job Specification

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

### Other Specification

- Must have Bachelor Degree with at least 2 years of experience in the sector directly counselling students and processing for admissions to overseas institutions and visa
  - Candidates should be PIER/ TITI certified
  - The ability to communicate in English effectively role 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
  - Excellent public speaking, presentation skill and writing skill
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### Job Description

- Counsel students regarding educational issue such as course programs selection and career planning
- Confer with parents to resolve student's academic problems and issues
- The counsellor 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 the legal documents

#### Note:

- Salaries and benefits are negotiable

#### Applying Procedure:

Interested candidates are requested to mail their CV at [recruitment@amityglobalgroup.com](mailto:recruitment@amityglobalgroup.com)

OR,

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#### Applying Procedure

Apply Link : <https://merojob.com/education-counsellor-7/>

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