



STUDENT COUNSELOR COLOMBO

JOB DESCRIPTION :

- Assist students with university and program selection
- Assist students with the admission and visa process
- Guide students with the document processing
- Provide daily weekly reports to the management
- Follow up on client data bases

REQUIREMENTS :

- Those who have completed AL or HND or any equivalent academic qualifications.
- Excellent communication and writing skills especially in English (Tamil language skills would be an added advantage)
- Ability to work independently in a team based culture.
- Ability to attend educational exhibitions and other similar events.

BENEFITS:

- Lucrative salary with other fringe benefits.

Forward your detailed CV to careers@esoft.lk within 7 days.



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