

Designation: Sr.Assistant/Jr.Assistant (Admissions)

Location: Bangalore

Smart male graduates with at least 3 years of relevant work experience in educational sector are required to discharge the following function to work in Bangalore campus of GITAM University

- Identify prospective students data base and interact with the concerned authorities
- To plan various admission promotion activities within assigned region
- Distribution of admissions related promotion material
- Conducting Seminars in schools and other relevant places
- Interaction with prospective students
- Interaction with students and parents on routine basis
- Liaison with Cluster Manager for Upcoming programs
- Involves travelling within assigned Region