

WORK VAPOR

Job Link: <https://workvapor.in/jobs/academic-counseling-and-admission-executive-368846/>

HIRING ORGANIZATION

Confidential

EMPLOYMENT TYPE

Contractor

JOB LOCATION

? Remote work from: India

DATE POSTED

? July 5, 2026

ACADEMIC COUNSELING AND ADMISSION EXECUTIVE

BASE SALARY

INR 20000 - INR 25000

DESCRIPTION

Course Consultant

We are hiring a Course Consultant for remote work. This is a full-time permanent role. The salary is ₹20,000 to ₹25,000 per month.

Call / WhatsApp: +91 9235852802

You will guide students for online UG and PG courses. You will understand their goals and suggest suitable programs. You will help them complete admission successfully. You will handle calls, WhatsApp, emails, and online meetings.

Key responsibilities

- Counsel students for online UG and PG programs
- Understand student career goals and background
- Explain course details and fees clearly
- Handle inbound and outbound calls
- Manage WhatsApp and email communication
- Convert inquiries into admissions
- Support students in decision making

What we need

- Strong communication and interpersonal skills
- Good sales and counseling ability
- Experience in online degree sales preferred
- Ability to handle objections and close deals
- Target-focused working style

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- Bachelor's degree required, Master's preferred
- Experience in EdTech or education counseling is a plus

Benefits

- Fixed salary with incentives
- Paid time off
- Paid sick leave
- Flexible schedule
- Career growth opportunities
- Training and support

Other details

Please mention your experience in online education sales. Share your academic background and previous targets achieved.

Apply via email: hr@collegejupiter.com

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