

WORK VAPOR

Job Link: <https://workvapor.in/jobs/academic-counselor-education-and-admissions/>

ACADEMIC COUNSELOR – EDUCATION AND ADMISSIONS

BASE SALARY

INR 12000 - INR 18000

DESCRIPTION

Job Title: Academic Counselor

Guide students and help them choose the right courses and career path.

Organization: Rewaq Ousha Educational Institute

Location: Manjeri, Malappuram, Kerala

Job Type: Full-time

Openings: 3 Positions

Salary: ₹12,000 – ₹18,000 per month

Work Mode: On-site

Contact (WhatsApp): +971 563126691

Email: career.rewaqdubai@gmail.com

About the Company

RewaQ Ousha Educational Institute is a Dubai-based organization with a strong legacy in education. The institute focuses on innovative learning and is expanding its presence in India.

Job Overview

We are hiring Academic Counselors to handle student inquiries, guide them on courses, and convert leads into admissions. This role is ideal for candidates interested in the education and EdTech sector.

Key Responsibilities & Role Details

- Guide students about courses and help them take admission
- Handle calls, emails, and walk-in inquiries

HIRING ORGANIZATION

RewaQ Ousha Educational Institute

EMPLOYMENT TYPE

Full-time

JOB LOCATION

Malappuram, India

DATE POSTED

? March 23, 2026

- Provide course and career guidance
- Convert leads into admissions through follow-ups
- Maintain records of leads and student data
- Coordinate with academic and operations teams
- Conduct seminars, webinars, and promotions
- Assist in student onboarding and support
- Ensure a positive student experience

Eligibility & Skills Required

- Bachelor's Degree (Any stream)
- Good communication in English & Malayalam
- Basic computer knowledge (MS Office, Google tools, CRM)
- Ability to multitask and handle pressure

Preferred Skills

- Experience in education/EdTech sector
- Knowledge of telecalling or counseling
- Hindi language (optional)

Perks & Benefits

- Attractive salary + incentives
- Supportive work environment
- Career growth opportunities
- Work with an international education brand

How to Apply

You can apply via email or WhatsApp (only).

Contact Details:

WhatsApp: +971 563126691

Email: career.rewaqdubai@gmail.com

Important Note:

- Mention the position in email subject
- Application Deadline: 25/03/2026
- Expected Joining: 30/03/2026