

WORK VAPOR

Job Link: <https://workvapor.in/jobs/admission-counsellor-2/>

ADMISSION COUNSELLOR

HIRING ORGANIZATION

Mytel Recruitment Solutions

EMPLOYMENT TYPE

Full-time

JOB LOCATION

Sector 15, Noida, India

DATE POSTED

? March 23, 2026

BASE SALARY

INR 100000 - INR 475000

DESCRIPTION

Job Title: Admission Counsellor (Academic Counselling / Inside Sales)
Convert leads into admissions and guide students.

Organization: Mytel Recruitment Solutions (Hiring for Manipal Academy of Higher Education)

Location: Sector 15, Noida, Delhi NCR

Job Type: Full-time (Work from Office)

Experience: 1–5 years

Salary: ?1 – ?4.75 LPA + Incentives

Shift: 10:00 AM – 7:00 PM (Day Shift)

Working Days: Monday to Saturday (Sunday off)

Contact Number: +91 9667788447

About the Organization

The hiring is for a leading university through Mytel Recruitment Solutions. The organization offers a professional work environment with strong growth opportunities in the education sector.

Job Overview

We are hiring Admission Counsellors for handling student inquiries and converting leads into admissions. This role is ideal for candidates with sales and counselling experience in EdTech or education.

Key Responsibilities & Role Details

- Handle student inquiries and convert leads into admissions
- Counsel students about courses and career options
- Follow up with leads and maintain communication

- Meet admission and sales targets
- Maintain records of leads and conversions
- Provide accurate information about programs
- Coordinate with internal teams

Eligibility & Skills Required

- Excellent communication skills in English
- Experience in EdTech sales is mandatory
- Strong convincing and negotiation skills
- Target-oriented mindset
- Basic computer knowledge

Work Schedule

- Fixed day shift (10 AM – 7 PM)
- Sunday fixed off

Perks & Benefits

- Huge monthly incentives (up to ₹1 lakh)
- Good work environment
- Career growth opportunities

How to Apply

Call directly for a telephonic interview.

Contact Details:

Call: +91 9667788447 (Nitin)