

## VACANCY ANNOUNCEMENTS 2020

### 01 administrative staff | Admission Office

*Position, requirements, and benefits*

School	Position	Job description	Requirements	Benefits
Admission Office	+ 01 administrative staff	<ul style="list-style-type: none"> <li>- Collect, analyse and evaluate the higher education market</li> <li>- Perform analysis of enrolment data</li> <li>- Perform admission consultants, career guidance</li> <li>- Organize career-oriented activities,</li> <li>- Perform other jobs as assigned by the Head.</li> </ul>	<ul style="list-style-type: none"> <li>- Obtain a bachelor's with Good grades or higher</li> <li>- Strong background in higher education and data analysis</li> <li>- Being creative</li> <li>- Ability to work independently and work in team</li> <li>- Achieve a minimum B1 English certificate or equivalent (valid).</li> </ul>	<ul style="list-style-type: none"> <li>- Competitive salary and welfare</li> <li>- Opportunities to attend further training if necessary.</li> </ul>