

15/02/2023

**PLACEMENT NOTICE****FOR THIRD YEAR STUDENTS AND GRADUATES****OF B.COM, BMS, BAF, B.A.MMC, B.SC (IT & CS)**

WHISTLING WOODS is looking for an Admission Advisor in their office.

Details are as below :

<b>COMPANIES &amp; JOB PROFILE</b>	WHISTLING WOODS <a href="http://www.whistlingwoods.net/">http://www.whistlingwoods.net/</a>
<b>JOB POSITIONS/ PROFILES:</b>	Admission Advisor
<b>JOB DESCRIPTION :</b>	<p>The executive's primary responsibility is to address / convert leads that are captured on the Virtual Academy database. The ideal candidate would be courteous, self-motivated and detail-oriented.</p> <ul style="list-style-type: none"> <li>• Learns &amp; retains all information pertaining to the courses available on the Virtual Academy</li> <li>• Retains every aspect of the course including curriculum, pricing, etc</li> <li>• Obtains user information by responding/answering chats, emails, telephone calls; interviewing prospective users &amp; verifying their information.</li> <li>• Determines the user eligibility and drives them to the correct course as per the user's requirements.</li> <li>• Captures user preferences/ information after addressing their inquiries</li> <li>• Generate customer interest in the courses offered by VA.</li> <li>• Updates job knowledge constantly by studying the VA portal and courses in the pipeline, marketing calendar and other information.</li> <li>• B2B Calling</li> <li>• Research and data compilation.</li> </ul>
<b><u>Qualification</u></b>	Graduate from any stream.
<b><u>EXPERIENCE</u></b>	Freshers
<b><u>SALARY</u></b>	<p>Salary – 15,000 to 20,000 + incentives</p> <p>We're okay with hiring interns as well (Rs. 10,000 – 15,000)</p>
<b><u>How to Apply</u></b>	<p>Send your resume in PDF format on <a href="mailto:nmfcplacement@gmail.com">nmfcplacement@gmail.com</a> on or before 17th February, 2023</p> <p>Write subject Vacancy as Admission Advisor</p>



I/C Principal