

## Job Detail

Staff Level

Position Title	【Education Sales Consultant (Admissions Officer)】 Utilize your Study Abroad Experience at our Global EdTech Company!
Company Name	Crimson Education Japan
Activated / Updated	2024-04-25 / 2024-05-09
Job Type	Sales/AE - Service Industry Sales Consulting - Other Sales/AE - Other
Industry	Education/School
Location	Asia Japan Tokyo
Job Description	<p>Want to revolutionize the future of education and do meaningful work that transforms future generations' lives?</p> <p>We are making waves in the EdTech space, and are looking for an experienced salesperson to join our global team! This is a full-time based in Tokyo.</p> <p>As a truly borderless school, we provide academic solutions for students of all learning needs including those who have significant out-of-school athletic and arts commitments who desire flexible timetables without wanting to compromise on their teaching quality. Our students join our live classes from over 20+ countries with the most inspiring teachers from the United States, United Kingdom, New Zealand, France, and more.</p> <p><b>【What you'll be responsible for】</b></p> <ul style="list-style-type: none"> <li>• Supporting the Head of Global Admissions in developing and executing activities to achieve student recruitment targets, developing existing and future target markets, and ensuring smooth and effective integration and compliance with CGA's highly selective student criteria</li> <li>• Achieving agreed-upon enrolment targets and outcomes</li> <li>• Identifying and interacting with new applicants/students/families</li> <li>• Establishing rapport with new families via phone, messaging, and email to initiate the application process</li> <li>• Conducting admission meetings and academic assessments in a professional manner that aligns with the CGA brand and culture</li> <li>• Working with the Marketing Teams and Agents/Partners to develop/enhance lead generation methods by identifying opportunities for campaigns, services, and distribution channels that will lead to an increase in prospective families and enrolments</li> <li>• Engaging in outreach activities such as presenting at school talks, careers expos, and seminars/webinars</li> <li>• Providing feedback and suggestions on how to improve the admissions processes</li> <li>• Producing reports on family and student needs, problems, interests, competitive activities, and potential for new products and service</li> </ul>
Company Info	<p>EdTech company Crimson Education was founded in 2013 with the idea that through personalized education, we can transform students into the world leaders of tomorrow. Since then, we have rapidly grown a mission-driven team that is dedicated to building the education system for the 22nd century. Our network includes 2,400 tutors and consultants worldwide who work with over 20,000 students.</p> <p>Our tech platform connects tutors and mentors to high school students aiming to achieve admission and scholarships to top universities in the US, Canada, the UK, and beyond.</p>
Working Hours	<ul style="list-style-type: none"> <li>• 9:00 - 18:00</li> <li>• Staff are expected to commute to the office five days a week</li> </ul>
	<p><b>【What skills and experience are required?】</b></p> <ul style="list-style-type: none"> <li>• Proficient in Japanese and English - Spoken/Written</li> <li>• Sales experience</li> </ul>

Qualifications	<ul style="list-style-type: none"> <li>• Experience using virtual conferencing and communication technology, such as Zoom, WeChat, WhatsApp, and Slack.</li> <li>• Experience in the Education or professional services (e.g. marketing agency, financial services, management consulting, hospitality, etc.) sector and using CRM (Salesforce) and multiple systems and platforms</li> </ul> <p>You just might be the person we are looking for if you are:</p> <ul style="list-style-type: none"> <li>• Interested in working with families and students to provide them with the best opportunities to find their passions and achieve their potential.</li> <li>• Believe that education is the most powerful tool for changing the world</li> </ul>
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Native Level
Salary	Depends on experience
Salary Description	<ul style="list-style-type: none"> <li>• Flexible working environment, you will be empowered to structure how you work</li> <li>• Option to work from our many locations/remotely around the globe (role dependant) with us!</li> <li>• Limitless development and exposure- our internal promotions/role changes made up 33% of all recruitment last year.</li> <li>• \$1,000 NZD training budget per year- we love to level up!</li> <li>• Psychologist on staff</li> <li>• Impressive fireside chats and workshops to help the team continuously level up</li> <li>• Radical Candour is a feedback approach we live by</li> <li>• We're a global player with 28 markets (and growing) across the globe!</li> <li>• Pension and Social Insurance</li> <li>• Commuting/Transportation Allowance</li> </ul>
Holiday Description	<ul style="list-style-type: none"> <li>• Five-Day Workweek (Tuesdays, one other day of the week, and national holidays are off)</li> <li>• Summer Holidays</li> <li>• Winter Holidays</li> <li>• Paid Holidays</li> <li>• Congratulatory or Condolence Leave</li> <li>• Child-care Leave</li> </ul>
Job Contract Period	Full-time permanent employee
Nearest Station	About a two-minute walk from Asakusabashi Station (Sobu Line and Asakusa Line)