

We are looking for a **Course Advisor** with sales experience, ideally from the services or education sector, to promote our creative tech programs to both local and international markets.

Key Responsibilities

- Proactively engage and qualify prospective students through calls, WhatsApp, and in-person consultations
- Provide accurate, up-to-date information on courses, admission requirements, and career pathways
- Maintain and update student records in the CRM system with accuracy and professionalism
- Conduct timely and consistent follow-ups in accordance with company guidelines
- Collaborate closely with the Sales Manager to achieve enrolment targets and provide regular progress updates
- Represent MAGES at external events such as education fairs and exhibitions, as well as internal events including Open Houses and workshops (weekend participation required when scheduled)
- Support event operations and uphold a professional brand image during public engagements

What We Offer

- The opportunity to make a meaningful impact on students' lives and educational journeys
- A dynamic and rewarding role with clear performance objectives
- A collaborative, progressive, and supportive work environment
- Structured training and guidance under an assigned manager

What We're Looking For

We are seeking a motivated, service-oriented individual who enjoys connecting with people and guiding them toward informed education decisions.

Essential Qualities

- Driven, resourceful, and goal-oriented with a positive mindset
- Strong customer focus with a professional and approachable demeanor
- Confident in planning and executing recruitment strategies
- Highly motivated and target-driven

Preferred Experience

- Prior sales or business development experience (required)
- Familiarity with Singapore's education landscape (advantageous)
- Good command of Chinese (spoken and written) to liaise with Mandarin-speaking clients
- Exposure to digital marketing (added advantage)
- Fresh graduates with strong communication skills and a strong drive to achieve are welcome to apply

Requirements

- Fluent in English (spoken and written)
- Strong interpersonal communication and sales closing skills
- Willing to work a 5.5-day work week (Saturday half day; occasional weekend events required)

Application

If you are ready to make a difference in students' lives and contribute to a growing creative institution, we would love to hear from you.

Please submit your resume and a cover letter outlining how you can contribute to the MAGES team and support our students' success to:

hr@pages.edu.sg