

MBA ADMISSION CONSULTANT

Job Description: You would act as a mentor to the prospective MBA applicants. You will brainstorm with them for bringing the best stories from their experiences, formulate the application strategy, identify and address strengths and weaknesses in their profile, provide detailed critiques suggesting improvements in the candidacy and ensure the right flow in the application essays.

Education: MBA from a renowned school is a must. Experience of working in the admission committee of your school would be an advantage. Working in public domain and professional communication abilities are needed to hold regular discussions with our clients.

Experience and skill Set:

- Willingness to give a patient and empathetic hearing
- Ability to formulate application strategy and provide critical feedback to applicants
- Strong work ethics
- Time commitment under all circumstances

Compensation: At par with the Industry

Working Days: As per your committed schedule

Please send your updated resume and a cover letter (mentioning details about your previous experience in counselling B-school applicants/editing essays) to jobs@apexwriters.com and respond to the following:

- Expected compensation
- Time willing to spend per day/per week
- Details about computer and internet connection

We will get in touch with suitable candidates and take it further.