

XLIS PR Officer Recruitment

Opening Positions:

Division	Position	Number	Start Date
Public Relations	Korean PR Officer	1	Aug of 2024

Position: Korean Admissions & Liaison Officer

Main responsibilities:

1. Under the guidance of Head of Public Relations Department, to promote the school to Korean community, companies by various channels ensuring they fully understand the mission and vision of XLIS.
2. To proactively reach out to the Korean community by attending key events and maintaining good relationship.
3. To serve as the liaison between Korean parents and the school.
4. To establish links with the Korean parent community to ensure that parents are kept well informed about student matters and events.
5. To follow up and analyze the enrollment data to provide data support for the school's enrollment strategy.
6. To assist in completing the admission procedures and support student matters at school.
7. To assist High School Korean students for the University Counseling together with the Canceling Team

Requirements:

1. Master's degree (preferable in marketing or communication).
2. A native Korean speaker who has high fluency of English.
3. Excellent communication skills & positive attitude.
4. Proven ability to work in a multicultural environment and collaborate well.

Benefits and Packages:

- Competitive remuneration is provided in accordance with high-level international schools.
- Payment of social insurance in accordance with provincial and municipal regulations.
- Teachers' children who fulfil the admission criteria enjoy priority admission and tuition fee discount.
- Paid holidays such as public holidays, winter and summer holidays, Christmas and Easter holidays are provided.
- Breakfast and lunch allowance on weekdays, annual medical check, birthday welfare, employee shuttle buses and other benefits are provided.

- Adequate personal training budget, high-standard training plans and programs, as well as opportunities for further study around the world.

If you are passionate about international education and want to work in a dynamic and innovative team, please don't hesitate to join us right now!

Application Method:

Please send your resume and relevant supporting materials to our recruitment email address: hr@xalis.com.

We look forward to meeting you and starting an incredible international education journey!