



# VACANCY

## STUDENT ENROLLMENT EXECUTIVES

ANC Education is a subsidiary of CEG Holdings Pvt Ltd., an integral part of one of Sri Lanka's largest conglomerates, Ceylinco Holdings PLC. Together with ICBT and Wycherley, CEG Holdings continues to uphold its commitment to fueling the educational aspirations of thousands of students. ANC offers a full spectrum of educational programs, creating learning pathways towards graduation and beyond, backed by reputed world-class universities such as the University of West London, UK, Northwood University, USA, and many others in Canada, Malaysia, Australia, and New Zealand. Our student placement and transfer programs cover over 170 universities across the globe, commencing with foundation programs and advancing to HND, Bachelor's, and Postgraduate programs.

We are seeking outstanding and dynamic individuals with leadership skills and a high level of commitment, along with the following requirements and qualifications, to join us as Student Enrollment Executives.

### Job Responsibilities

- Engage with potential students by initiating and maintaining contact from initial inquiry through to enrollment.
- Conduct timely follow-ups on leads generated via digital marketing channels.
- Collaborate effectively with marketing, academic and other relevant departments to ensure a seamless enrollment process.

### Job Requirements

- Below 30 years of age.
- Possess sound educational qualifications relevant to the role.
- Previous experience in sales and/or student enrollments in an education-related institute, with knowledge of the higher education landscape, would be a definite advantage.
- Excellent command of English and strong communication skills.
- Passion for helping students.
- Ability to take initiative and work independently, as well as part of a team.

### Job Benefits

The successful candidate will be provided with an attractive remuneration package, including a salary of Rs. 75,000/- plus performance-based incentives, and other related perks that are above industry standards.

Applicants should forward their CV to the address mentioned below. Please state the position on the top left of the envelope or email to [tharaka\\_k@ancedu.com](mailto:tharaka_k@ancedu.com) with the position mentioned in the subject line, along with the contact information of two non-related referees on or before 30th August 2024.

The General Manager  
American National College  
308, 310, R. A. De Mel Mawatha, Colombo 3.