

Student Recruitment Advisor

Job Ref: IDISRA/MAY19

The Interactive Design Institute (IDI) is one of the UK's leading providers of online higher education courses. IDI is a collaborative partner of the University of Hertfordshire and the University of Aberdeen. With students enrolled from over 70 countries worldwide, IDI has achieved outstanding student results and has an enviable track-record of providing a high-quality student experience via our friendly and engaged team.

In October 2018 IDI became part of the Online Education Services (OES) group. OES was founded in 2011 as a joint venture between SEEK group, a leading global employment marketplace, and Australian university Swinburne University of technology. OES' purpose is to empower people through education which puts the student at the centre of the learning experience. OES share IDI's academic led, student-centric approach.

Students study using IDI's bespoke online learning environments. The learning environments contain their learning materials and other resources associated with their programme of study. It is where they upload their work for review, and where they interact with their tutors and IDI Support Staff.

Our students are at the heart of everything we do, and with our partner universities, we committed to student outcomes that reflect high quality learning.

The role:

Our team of **Student Recruitment Advisors** are responsible for helping our prospective students progress their enquiry through to enrolment, using phone, email & live chat and our bespoke online Admissions Portal. This role is an initial 9-month fixed term contract, with a view to becoming permanent.

All leads are warm, and through a consultative sales approach you will assist applicants once they have taken the first step to contact us. As part of the sales process you will provide detailed and at times complex study & career related information about our online courses, to guide students through the important decision-making process.

You will be expected to work autonomously and be accountable for your targets, think for yourself, push the boundaries and above all bring a high level of energy and passion to the team.

About you:

- Previous experience within a fast-paced sales environment
- Demonstrated achievement of hitting sales targets
- Motivated and passionate about sales
- A keen interest in education
- Flexible and responsive to customer needs
- A team player with a "can-do" attitude
- Demonstrated ability to actively contribute to a successful and positive culture
- Call Centre experience advantageous

Apply now with a CV and covering letter outlining why this is the role you've been searching for and why you're the person we want to fill it.

Contract: Permanent Full Time

Salary: £17- 19k dependant on experience

- Flexible working hours
- Positive, values-based work environment
- Career and development opportunities – we are about to embark on an exciting growth phase!

Please note occasional evening and/or weekend working may be required.

Location: Eskmills, Musselburgh, East Lothian

Applications without a cover letter will not be considered