

## Job Description

**Company:** Mediversal Global Academy Pvt Limited

**About Company:** Mediversal Academy is a leading institution dedicated to upskilling and reskilling healthcare professionals through comprehensive and flexible learning programs. With a focus on practical knowledge and real-world applications, the academy offers courses designed by experienced doctors and alumni of prestigious institutions like IIM. The learning structure integrates four key levels: self-paced video modules, live interactive webinars, in-depth case studies, and clinical attachments at renowned hospitals across India. Mediversal's programs, accredited by ABAS USA, cater to MBBS and AYUSH graduates, ensuring they gain advanced skills while balancing their professional commitments.

**Locations:** Pan India. (Remote working)

**Job Role:** Admission Counsellor

**About the role:** As an **Admission Counsellor at Mediversal Academy**, your role will primarily involve promoting and selling the academy's healthcare courses to doctors and medical professionals. Here's a brief overview of the key responsibilities and expectations:

### Key Responsibilities:

- **Sales Consultation:** Understand customers' needs, present suitable courses, and explain features such as LMS-based learning, live webinars, case studies, and clinical attachments.
- **Follow-Ups & Closures:** Maintain regular follow-ups, address queries, and close sales by guiding customers through the enrollment process.
- **Product Knowledge:** Stay informed about all courses (PG Diploma, Fellowship, Certificate Mastery, etc.), pricing, eligibility, and EMI options.
- **CRM Management:** Update and manage customer data in the CRM system, ensuring accurate records of interactions and sales progress.
- **Collaboration:** Coordinate with the academic and support teams to address customer concerns and ensure smooth onboarding.

### Skills Required:

- Excellent communication and interpersonal skills to build rapport with doctors.
- Strong persuasion and negotiation abilities to close sales.
- Self-motivated with a results-driven mindset.
- Ability to explain complex medical courses clearly and concisely.
- Basic knowledge of CRM tools and proficiency in using email and phone for sales.

This role is critical for driving the academy's growth by helping medical professionals enhance their skills and advance their careers through Mediversal's upskilling programs.

**Work schedules:** 6 days work (Mon to Sat)

**Work mode:** Hybrid (Work from home and Work from office)

**Timings:** 10:00am to 6:00pm

**Salary:** 12,000 pm + incentives (based on performance)