



160 years of British heritage in premium co-educational boarding education, now in Bangladesh. UK's #1 ranked co-educational boarding school and Bangladesh's highest-achieving school brand invites applications for the following position:

**Position:** Senior Enrolment Manager

**Remuneration:** Industry benchmark

**Location:** Haileybury Bhaluka, Bhaluka, Mymensingh

**Application deadline:** 15 Aug 2024

**Position overview:**

Haileybury Bhaluka is seeking a dynamic and experienced Senior Enrollment Manager to join our team. The Senior Enrolment Manager will play a crucial role in attracting, enrolling, and retaining students. This position requires a strategic thinker with excellent communication skills, a deep understanding of the boarding school environment, and a passion for education. The Senior Enrollment Manager will work closely with the Head of Enrolment to develop and implement effective national and international recruitment strategies.

**Key responsibilities:**

Develop and execute recruitment plans to attract prospective students domestically and internationally.

Represent Haileybury Bhaluka at outstation events, school visits, and other recruitment events.

Build and maintain relationships with educational consultants, feeder schools, and other stakeholders.

Organize and lead campus tours for prospective students and their families.

**Qualifications:**

Minimum 10 years of experience in admissions, enrollment management, or related roles.

Willingness to travel across the nation as needed and work flexible hours, including evenings and weekends.

Excellent English communication skills.

**Application process:**

Interested candidates should submit their resume to [recruitment.bhaluka@haileybury.com.bd](mailto:recruitment.bhaluka@haileybury.com.bd) along with at least one reference from the past two years' work experience. Haileybury Bhaluka is committed to diversity and inclusion. We encourage applications from candidates of all backgrounds and experiences.