

**Immediate  
Employment**

# **WE ARE HIRING**

## **SALES EXECUTIVE**

*A pioneer immigration and student visa recruitment firm based in Nugegoda looking for an energetic young applicant for our sales team. You must be reliable, functional, and self-initiative and should be able to work under pressure with minimum supervision*

### **Full Training Provided**



#### **As a Student Consultant your role is**

1. *Demonstrating and explaining to clients about the organization*
2. *Provide details about universities and programs*
3. *Provide information on visa and financial requirements*
4. *Answering incoming calls, emails and messages, and assisting customers with their specific inquiries*
5. *Updating databases to reflect changes to the status of prospective customers*

#### **You must have**

1. *Attractive communication skills*
2. *Experience in recording keeping and handling simple database*
3. *Good telephone skills and manners*
4. *Excellent communication ( both verbal and written )*
5. *Sound language skills in both English and Sinhala*
6. *(Fluency in Tamil is a definite advantage)*
7. *Proficiency in MS –Office, email and internet*



**An attractive salary + Commission package is available for the right person.**

*Applicants from Kottawa, Nugegoda, Piliyandala, Moratuwa, Battaramulla and Narahenpita are encouraged to apply...*

**SEND  
YOUR  
CV  
NOW**

**careers.eureka@gmail.com**