

### You have...

These are the minimum requirements. We can't accept you in this role unless you have them all:

- Completed or pursuing last year of undergraduate degree.
- Strong verbal and written communication skills in Vietnamese and English.
- Willingness to learn and open to feedback.
- Proactive, self-awareness, can-do attitude.
- Good communication skills.
- Strong commitment for at least 3 months.
- Computer literacy (Gmail, Google Spreadsheet, Excel).

### You'll really stand out if you have...

These are additional qualifications or "nice to haves" that will help you stand out during the application process.

- Positive, self-starting attitude and entrepreneurial spirit with strong organizational skills
- Ability to engage positively with customers and partners in person and via telephone.

### You are...

These are personal traits that we look for throughout your application and interview process

- **Passionate:** We care about education and our long-term impact. You care about students and take pride in their work.
- **Collaborative:** We contribute to and find value in being part of a team. You enjoy working on a team and can communicate effectively with others.
- **Innovative:** We have a growth mindset and are able to learn and adapt quickly. You can solve problems on the fly and you like to try and learn new things.

### You get...

- Competitive Salary
- Flexible working hours and location
- Company events: quarterly dinner, team lunch, etc.
- Substantial training for career development;

### Our Vision and Mission

**Vision: To empower all learners, one student and one moment at a time.**

**Mission:**

**Students.** We help students to gain entrance and succeed in international academic environments.

- We teach, guide, and mentor our students to achieve both their short-term and long-term goals
- We help students in four key areas:
  - master foundational academic knowledge
  - develop strong study habits
  - hone key thinking and communication skills
  - enjoy the experience of learning
- We deliver exceptional learning experiences that:
  - are inspiring, fun, and engaging
  - are personalized for each student
  - provide meaningful engagement with teachers and peers

**Families.** We are the trusted education partner for our families.