



WE ARE HIRING!

ACADEMIC ADVISORS

KEY RESPONSIBILITIES

- Assist, guide, counsel, and support students in their academic journey at Grace.
- Help students define and develop realistic educational and career goals.
- Conduct research and perform credential evaluations.
- Provide guidance to students regarding the school's policies, procedures, and requirements.

REQUIREMENTS

- Must be a committed born-again Christian in good standing with a local church.
- Bachelor's degree in any field.
- Experience in an educational institution and/or corporate setting.
- Strong organizational and administrative skills.
- Genuine interest in advising and a caring attitude toward students.
- Effective interpersonal and communication skills.
- Computer literate and capable of learning new systems and technologies.
- Fluent in both oral and written English.
- Detail-oriented, a fast learner, and willing to grow professionally.

Send your CV to
hr@gsot.edu