

FRASER'S GAMSAT TUITION & FRASER'S INTERVIEW TRAINING



est. 2010

Fraser's

GAMSAT TUITION



est. 2012

Fraser's

INTERVIEW TRAINING

Wechat Account Manager Role (content development & customer service)

A little bit about us:

Fraser's GAMSAT Tuition is a personal GAMSAT and Interview preparation company, focused on holistic, individual tutoring for its students. We pride on ourselves on disruptive pedagogy, robust teaching capability and a strong rapport with our students.

The GAMSAT (Graduate Australian Medical Schools Admissions Test) is a globally administered test hosted by ACER biannually (March and September). The test covers multiple-choice questions and written communication in the humanities and social sciences disciplines as well as multiple-choice questions in the natural sciences. The interviews that follow successful completion of the GAMSAT, a positive application process, and the offer of an interview, can follow a range of formats and cover numerous competencies. Fraser's experience in preparing students is market leading with over 90% of applicants receiving offers to study medicine after having completed a Fraser's program.

Job brief

We are looking for highly motivated individuals to provide content development and student services support to the current Fraser's team.

1. Main responsibilities
 - Content development
 - Provide interesting insight on topic selection to project manager
 - Using provided materials (in English) to construct Wechat articles(in Chinese)
 - 2-3 Submissions per month
 - aesthetics for formatting articles/blogs/poster ads
 - customer service with professional manner
 - Managing the account + group chats
 - Answering readers' enquiries
 - Notifications for upcoming events registration
 - Available on mobile all times* to respond to questions sent through
 - ASAP
 - Time spent on replying is included as working hours
 - Escalate issues when needed
 - Regular report on project progress + presence at meetings
2. Weekly hours
 - 5 - 10hrs weekly
 - Flexible
 - We are happy to work around your other commitments to an extent

We are seeking a candidate who has:

- High-level problem-solving aptitude and abilities
- High-level written and oral communication skills.
- High attention to detail with the ability to complete projects on time.



We will be accessing:

1. CV/resume
 - Past experience in managing official accounts
 - Publication/marketing related experiences
 - Note: We will provide trainings for non-medical background staff
2. 2 examples of published/written Chinese articles
 - Writing style
 - Aesthetics
3. Interview at Frasers

We will be providing:

1. Paid trial period for 3 months as an intern
 - Quality of work and work attitude accessed
2. Once pass this trial stage:
 - will receive pay + services as a casual employee
 - Eg. Superannuation etc
3. Further trainings if required

Full training will be provided during induction sessions. To apply, please forward your resume, wechat article samples and cover letter (word count 300) or forward your questions to: scott@frasersgamsat.com.au

