

# 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 trail period for 3 months as an intern
  - Quality of work and work attitude accessed
2. Once pass this trail 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](mailto:scott@frasersgamsat.com.au)**

