



PR/097295 | Account Management Associate

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1600048

Industry

Education

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

June 26th, 2026 16:50

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Title: Account Management Associate

Location: Singapore

Your New Company

You will be joining a well established global education brand known for its strong presence in personalised learning and franchise driven centre operations. The organisation is committed to developing self learning abilities in students and supporting franchisees in delivering high quality instructional experiences. As part of the Field Development team, you will play a critical role in supporting centre growth, instructional quality, and the effective implementation of the Method across Singapore centres.

Key Responsibilities

- Analyse centre performance and provide recommendations and strategies to support positive growth, enhance instructional quality for students, and strengthen communication with parents.
- Conduct regular visits to learning Centres and provide follow up consultations to franchisees to drive growth and improve teaching quality and parent engagement.
- Deliver training, learning platforms, and support to ensure franchisees correctly implement the Method and operate their centres in accordance with the Centre Operation Manual.
- Identify marketing needs and collaborate with the Public Relations & Marketing Division to support franchisees in developing effective marketing strategies.
- Develop area expansion plans together with the Field Support Division to address market competition, increase reach, and capture new market share.
- Support franchise network growth by working with the Field Support Division to plan, organise, and execute the launch and onboarding of new franchisees.

Qualifications

- Bachelor's degree
- Strong communication and interpersonal skills, with the ability to engage confidently with adults and children.
- Passion for the education sector and enthusiasm for supporting franchise led operations.
- Strong problem solving abilities and the capacity to learn quickly.
- Experience in relationship management or training is an advantage.
- Able to work independently while collaborating effectively in a team environment.
- Comfortable working in a hybrid setting with regular visits to learning centres.

Ready to Take the Next Step?

Interested applicants, please click **APPLY NOW**.

Do note that we will only be in touch if your application is shortlisted.

Frances Wong En Ci
JAC Recruitment Pte Ltd
EA License Number: 90C3026
EA Personnel: R26160019

#LI-JACSG
#countrysingapore

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Company Description