



Divisional Manager - Sales

All English Environment | Great WLB

募集職種

採用企業名

グローバル・インディアン・インターナショナル・スクール

支社・支店

One World International School

求人ID

1605337

業種

教育・学校

雇用形態

契約

勤務地

東京都 23区

給与

700万円 ~ 800万円

更新日

2026年09月07日 01:00

応募必要条件

職務経験

6年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ネイティブ

最終学歴

大学卒：学士号

現在のビザ

日本での就労許可が必要です

募集要項

One World International School (OWIS) is a globally recognized international school group that delivers a student-centered K-12 education focused on inquiry, innovation, and international mindedness. OWIS operates eight campuses worldwide, including three in Japan located in **Osaka, Tsukuba, and Hamamatsu (coming up in 2027)** offering students a nurturing and future-ready learning experience.

Student Admissions and Administration

- Execute regional sales goals and forecast annual, quarterly, and monthly student enrolment targets in collaboration with the Admissions Team.
- Develop and implement admissions strategies based on data analysis, aligned with organizational objectives.
- Drive student enrolment by enhancing parent engagement and overall admissions experience.
- Achieve monthly admission targets through effective end-to-end sales and marketing strategies.

- Ensure accurate and timely updates of all admissions data in the CRM system.
- Plan and conduct regular training sessions for the team on sales tools and counselling techniques.
- Lead, motivate, and support the admissions team to achieve enrolment targets.
- Guide prospective parents through the admissions process and ensure a seamless experience.
- Continuously improve admissions procedures, counselling practices, and service standards.
- Ensure compliance with local regulations in Japan, including student visa processes, policies, and academic requirements.
- Maintain and update student databases (new admissions, progression, alumni).
- Analyze data and generate reports to improve recruitment strategies and operational efficiency.
- Work closely with Principals to monitor and manage student withdrawals and retention.

Sales and Marketing

- Develop and implement strategies to increase enrolment numbers across OWIS campuses in Japan.
- Plan and execute marketing activities within approved budgets to achieve admissions targets.
- Conduct market research, competitor analysis, and customer surveys.
- Track market trends and provide insights to management.
- Identify and develop new channels to reach target audiences.
- Represent OWIS in corporate visits and present new market opportunities to management.

Event Management

- Organize and support school events such as open houses, orientations, parent engagement activities, and school fairs.
- Represent OWIS at seminars, conferences, and networking events within the education sector in Japan.

People Interaction

- Handle walk-ins, calls, and email enquiries professionally.
- Build and maintain strong relationships with prospective and existing parents.

Others

- Set and track monthly and quarterly admissions targets.
- Develop strong, data-driven sales strategies.
- Manage multiple priorities effectively in a fast-paced environment.

スキル・資格

Minimum Qualifications

- Degree from a reputable institution (Business, Marketing, Education or related field preferred).

Experience

- 8–10 years of experience in admissions management/student recruitment or similar experience in leading sales in some other sector.
- Proven experience in managing customer-facing teams.
- Minimum 3 years of leadership experience in sales.
- Prior experience working in the Japan education market or international school sector in Japan is preferred but not mandatory.
- Strong understanding of local regulations, parent expectations, and cultural nuances in Japan.

Skills

- Strong leadership and team management
- Excellent communication and interpersonal skills
- Strategic thinking and analytical ability
- Strong sales and marketing orientation
- Data-driven decision-making
- Ability to work in a fast-paced, multicultural environment

Language

- Native level Japanese is mandatory
- Business level English language proficiency is mandatory and higher level is preferred

会社説明