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:: *nurturing* future leaders  
and global citizens ::

ACS (International)

## Career Specialist

ACS (International) Singapore is part of the prestigious ACS family of schools whose proud legacy reaches back to 1886. Opening our doors in 2005, ACS (International) serves both local and international students, with a diverse mix of 30 nationalities. Our students are preparing for IGCSE and IB Diploma qualifications.

ACS (International) is looking for a Career Specialist who is incredibly organized and resourceful. We believe that being able to multitasking and highly motivated is paramount to the role. Therefore, we are looking to appoint an individual who is a team player, enthusiastic and flexible.

### **We are looking for someone who:**

- is a qualified individual with relevant degree with at least 3 to 5 years of relevant experience;
- has excellent verbal communications and listening skills to interact with various stake holders;
- is able to deal with emergencies in a timely and effective manner with high stress tolerance;
- can work well in a team and individually;
- can prioritize responsibilities in a fast-paced work environment;
- is willing to be flexible and undertake further training / development opportunities;
- respects that the school is founded on and adheres to Christian (Methodist) values;

### **Benefits:**

- a professionally stimulating environment, working alongside motivated colleagues from around the world;
- continuing professional development.

Applications to [recruiting@acsinternational.edu.sg](mailto:recruiting@acsinternational.edu.sg) must be accompanied by a covering letter, a C.V. (including SKYPE address), a completed application form and names (including telephone numbers and email addresses) of two referees.

Shortlisted candidates will be contacted by email for further details and to schedule an interview.