

## Case Managers – Expression of Interest

### Austraining International

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Austraining International Pty Ltd is one of Australia's premier international management and consultancy organisations. With an established presence in Asia and the Pacific, the company has extensive experience in the management of national and international education, governance, health, volunteering, training and professional development programs that extend to both the private sector and development assistance agencies.

Due to an increase in current project work, Austraining International is seeking expressions of interest for Case Managers. Case Managers are responsible for providing effective Post-Selection Support Services to Scholarship Holders, and the timely and accurate entry of data and documentation in accordance with project requirements.

Case Manager will need to demonstrate the capacity to:

- \* Provide education advice to assist with the selection of Scholarship Candidates
- \* Process and assess university applications
- \* Provide effective support services to Scholarship Holders
- \* Liaise with key stakeholders, including Academic Institutions and Government Departments
- \* Contribute to continuous improvement models and processes
- \* Manage personal and scholarship information through timely and accurately entry of data into online database systems

Experience in or knowledge of Australian tertiary education sector and Australian visa requirements are essential, along with the ability to work independently and as part of a team, multi-task and problem solve. A relevant tertiary qualification and time spent living and working internationally would be highly regarded.

As yet starting dates and positions have not been finalised, however if you wish to lodge an expression of interest, please go to [www.austraining.com.au](http://www.austraining.com.au), click on the 'Work with Us' page, then 'Register your CV' tab.

To be considered for this role you must be an Australian Citizen or have permanent residential status.