



# SANDEEP SINGH

## EDUCATION COUNSELOR

### PROFILE

Experienced Academic Counselor with 4 years of expertise in guiding students through career planning and course selection, including specialization in digital marketing courses. Proven ability to deliver personalized, data-driven advice that enhances student outcomes. Adept at leading teams and leveraging industry knowledge to support top-tier organizations in optimizing educational pathways and achieving student success.

### WORK EXPERIENCE

#### GRAS<sup>te</sup>ch

2023 - PRESENT

Sr. Education Counselor

- Providing career guidance to students & working professionals
- Addressing the queries of students regarding courses & enrollments also collecting pending fees
- Generating walk-ins from calls & converting walk-ins into admissions
- Develop and sustain positive relationships with students
- Effectively manage and achieve sales targets.

#### Digiperform

2022 - 2023

Education Counselor

- Generated leads and managed walk-in students.
- Maintain day-to-day contact with students and build relationships with them
- Tele-calling & taking counseling session
- Sales pitch and conversion and objection handling

#### Gayatri Financial Services

2020 - 2022

IBC MANAGER

- Working with one of the channel partner of Bada Business
- Plan, organize, direct and control the daily operations
- Generating revenue, motivating team, gaining commitments
- Lead the team to meet and exceed sales target

#### Navigant Technologies

2019 - 2020

Customer Care Executive

- Resolve the loan queries over the calls
- Collecting customer loan required documents
- Handling inbound and outbound calls
- Prepare and submit timely and accurate loan files

### CONTACT

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### EDUCATION

#### BA HONOURS IN ENGLISH

- Delhi University **2019-22**

#### CBSE BOARD

- 12th **2019**
- 10th **2017**

### SKILLS

- Counseling
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

### LANGUAGES

- English (Fluent)
- Hindi