



<https://www.workolic.com/job/mothe-quest-schools-recruitment/>

MoThe Quest Schools Recruitment For Students – Hiring Now 2025

Description

The Quest Schools is actively seeking a dynamic and motivated Student Recruitment Coordinator to join our team in 2024. As a crucial member of our admissions department, you will play a key role in attracting, engaging, and enrolling prospective students into our diverse and innovative educational programs.

Responsibilities:

- **Develop and Implement Recruitment Strategies:** Devise and execute comprehensive student recruitment strategies to meet enrollment targets, utilizing both traditional and digital channels.
- **Coordinate Outreach Events:** Organize and participate in recruitment events, fairs, and presentations to showcase the unique offerings of The Quest Schools.
- **Build and Maintain Relationships:** Establish strong relationships with prospective students, parents, and educational partners to facilitate a smooth enrollment process.
- **Admissions Counseling:** Provide information and guidance to prospective students and their families, addressing inquiries and concerns throughout the admissions process.
- **Collaborate with Marketing:** Work closely with the marketing team to create compelling materials, including brochures, social media content, and website updates, to enhance the school's visibility and appeal.
- **Application Processing:** Oversee the timely and accurate processing of student applications, ensuring all required documentation is received and evaluated.
- **Data Management:** Maintain accurate and up-to-date records of prospective students, applications, and enrollment statistics for reporting purposes.
- **Collaborate with Admissions Team:** Work collaboratively with the admissions team to ensure a seamless transition for enrolled students and contribute to the overall success of the admissions process.

Qualifications:

- Bachelor's degree in Marketing, Education, Communications, or a related field.
- Proven experience in student recruitment, admissions, or a related field.
- Excellent communication and interpersonal skills.
- Strong organizational and multitasking abilities.
- Familiarity with educational systems and admissions processes.
- Proficiency in using CRM software and Microsoft Office Suite.
- Ability to work independently and as part of a collaborative team.
- Flexibility to attend evening and weekend events as needed.

Hiring organization

MoThe Quest Schools

Employment Type

Full-time

Industry

Education

Job Location

Off New Ife Road, 211105, Ibadan, Oyo, Nigeria

Working Hours

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Date posted

January 31, 2026

Valid through

01.03.2026

Benefits:

- Competitive salary commensurate with experience.
- Health, dental, and vision insurance coverage.
- Professional development opportunities.
- Positive and collaborative work environment.
- Opportunities for career advancement within The Quest Schools.

How to Apply:

Interested candidates should submit a resume, cover letter, and three professional references to "Please include Student Recruitment Coordinator Application" in the subject line. Only shortlisted candidates will be contacted for interviews.

[Apply to MoThe Quest Schools Job Application](#)

Join The Quest Schools and be part of a team dedicated to providing exceptional education and shaping the future of our students!