



VERICANT

Operations Associate

Responsibilities: Eliminate useless test prep for thousands of Chinese applicants and update admissions for the 21st century by conducting face to face interviews, training new staff and taking on mission critical assignments.

Salary: 7,000-8,500RMB / month + business visa arranged. If you are looking for easy money and low hours, this isn't the place for you. This season's top performing Associates will be next season's managers and leaders.

Length: 8-10 months

Location: Beijing, with travel to other Chinese cities

About Vericant:

We hate doing useless things and we feel test prep and application fraud is a colossal waste of time and money. For the past four years, we've persuaded North American institutions to reconsider the way they evaluate applicants and now we are the most widely required video interview in North America.

The Vericant Behavioral Interview provides applicants a platform to shine and gives a fast, effective way for admission officers to evaluate their applicants. We're welcoming a ton of new universities this year, and we need the best associates to ensure continued quality of our service.

Responsibilities:

- Interview students according to Vericant's Behavioral Interview guidelines
- Score interviews using Vericant's Spoken English Evaluation (SEE) guidelines
- Support quality maintenance of interviews, assessments
- Help oversee continued training of part-time interviewers
- Take on special assignments to exhibit and build professional skills
- Live Vericant's purpose, core values and vision

Essential Qualifications:

- Impeccable written and verbal communication skills
- Exceptional interpersonal skills – warm and friendly

- Innate desire to be better than you were yesterday
- Gets things done. Period.
- Ability to take initiative and work independently
- Native English Speaker with conversational Mandarin Chinese
- Demonstrate professionalism with our clients and amongst Vericant peers
- Not batting an eye when interviewing on weekends (time off in lieu provided)

Desired Qualifications:

- Experience working in mainland China and demonstrated ability to work cross-culturally
- Excited by working in a fast-growth, start-up environment

Benefits:

- Work and travel in China
- Have a hand in changing the way applicants are evaluated for admissions
- Opportunity to prove you have what it takes for management
- Grow your personal & professional potential

To Apply: Please complete the [Career History Form](#) attached and submit to Angela Sun at angela.sun@vericant.com. Please label your email subject: "Application: Ops Associate (year-long)." We will contact you for an interview.