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where education meets innovation. At TopGrads, we are dedicated to providing accessible and cutting-edge learning experiences. Our mission is to break down barriers, redefine learning norms, and offer seamless attestation services for global recognition. With a commitment to excellence and a student-centric approach, we aim to empower individuals on their educational journey. Join us at TopGrads Academy, where the pursuit of knowledge knows no bounds, and a brighter, more connected future awaits.

TopGrads Academy is an innovative education provider based in Dubai, committed to providing accessible and cutting-edge learning experiences worldwide. We redefine learning norms and offer seamless attestation services for global recognition, empowering individuals on their educational journey with a student-centric approach.

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Qualifications

Interpersonal and Communication skills

Experience in International Admissions and Education

Customer Service skills

Excellent written and verbal communication skills in English

Proficiency in a second language is a plus

Strong attention to detail and organizational skills

Ability to work independently and collaboratively with a team

Bachelor's degree in a relevant field

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