



Announcement of Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School

Subject: Foreign Language Teacher Recruitment

Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School wishes to conduct the recruitment examination for temporary employees to act as English and Chinese language teachers who are foreigners with the income of the school year 2020. So, announced the recruitment examination for employment as a temporary employment teacher, acting as an English and Chinese teacher at Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School with the details as follows:

Employment Details

1. English Teachers (Pay Rate : 25,000 – 30,000 baht/month)

- | | |
|---|-------------|
| 1.1. Foreign Teachers teaching English and it's additional subjects | 3 positions |
| 1.2. Foreign Teacher teaching Mathematics | 1 position |
| 1.3. Foreign Teacher teaching Science | 1 position |

Specific Qualifications of English Teachers

- Foreign teachers who are Native speakers from 5 countries, including the United Kingdom, United States of America, Canada, Australia, and New Zealand or foreigners who use English as a second language such as Africa, Netherland, Sweden, Ireland, France and Philippines.
- In the case of foreigners who use English as a second language, they must have an English proficiency test or Evidence of English proficiency from reliable institutions
- A certificate of training on Teaching English for at least 15 hours
- Have evidence showing knowledge of English or teaching English from reliable institutions

Specific Responsibilities and Duties of English Teachers

- Performing operations relating to instructional management at the upper and lower secondary school levels and promote student learning through active learning

activities. With the objective of students' development of language with an emphasis on students' results. By teaching at least 18 period/hours per week.

- Perform the job to develop the learners to have the desired characteristics by organizing training and teaching and development activities for learners.
- Train students to compete in various competitive activities related to English
- Able to organize events to improve English academic potentials, such as English camps to students in the course and education necessary adjustment in grade 7 in the school calendar.
- Able to provide English language knowledge to teachers and personnel, one period per week, in the form of recreational training in English.

2. Chinese Teacher (Pay Rate : 15,000 – 20,000 baht/month)

2.1 Foreign Teacher teaching Chinese 1 position

Specific Qualifications of Chinese Teachers

- Chinese teacher
- The teacher who has the experiences of teaching Chinese Language in Thailand for at least 2 years.
- The teacher who has certificates of training on Teaching Chinese Language for at least 15 hours

Specific Responsibilities and Duties of English Teachers

- Performing operations relating to instructional management at the upper and lower secondary school levels and promote student learning through active learning activities. With the objective of students' development of language with an emphasis on students' results. By teaching at least 18 period/hours per week.
- Perform the job to develop the learners to have the desired characteristics by organizing training and teaching and development activities for learners.
- Train students to compete in various competitive activities related to Chinese language

- Able to organize events to improve Chinese academic potentials, such as Chinese camps to students in the course and education necessary adjustment in the school calendar.

General Qualifications of English and Chinese Teachers

1. Male / Female aged 22 - 50 years old
2. The person who has got at least bachelor degrees of teaching.
3. The person who has a Foreign Professional Teacher License, registered to receive a Professional License. (If there are special considerations)
4. Having proof of identity that can be verified such as a passport, identity card
5. Capable of completing all two semesters of the academic year 2020
6. Be a person with personality and behavior suitable for the teaching profession and must comply with school rules
7. Considerate work other special events of the school, other than regular hours on certain occasions, on official holidays.
8. Can work as a team get along well with colleagues
9. Be a lover of the teaching profession, hardworking, courteous and patient
10. Not being insolvent
11. Not being a bankrupt
12. Not being a person who has been sentenced to imprisonment by a final judgment or a lawful order to prison except for penalties for negligence or petty offenses.
13. Able to perform tasks as assigned by the school

General Responsibilities and Duties of English and Chinese Teachers

1. Perform duties from 7:00 am - 4:00 pm, Monday through Friday.
2. Can teach according to the schedule specified by the school. And including other workloads at least 18 period/hours per week
3. Write active learning lesson plan in accordance with the school curriculum, focusing on the learners.
4. Prepare learning documents, worksheets, knowledge sheets following the school Curriculum and course syllabus.
5. Able to design and implement educational evaluation and evaluation according to the Education Act 2008

6. Providing remedial teaching for students who do not pass the assessment criteria at the appropriate time or as specified by the school.
7. Providing support and participation if the school organizes events Academic exhibition
Various academic camps
8. Able to produce media and develop teaching and learning media
9. can perform other duties as assigned by the school, such as teachers, counselors, examination room committee, English language skills competition committee
10. Knowledge of Thai culture and culture of other nations Able to adjust appropriately
11. Creating Work Permit or Visa and Benefits for Foreign Teachers is the operator and responsible for all expenses

Recruitment

1. Date, time, application location

The person wishing to request an application and submit an application In person at Nawaminthrachinuthit Suankularb Witthayalai Pathumthani School from March 17 – 30, 2020 (on official days and times) at the Human Resource Room, Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School or **sending your application form and all needed documents to skpschool2016@gmail.com**

2. Evidence that must be submitted with the application

All documents must be original and 1 copy of document (certified copy)

1. Application form (can be obtained at the personnel management group) or downloaded from the school website www.skp.ac.th
2. 1 copy of the educational background and the original copy to show
3. Foreign professional teaching license, registered to receive professional license (If there will be special consideration) or to practice teaching licenses without a professional license using the Teachers Council of Thailand
4. Work experiences (if any)
5. 1 TOEFL, IELTS or TOEIC test result and the original version showing or evidence (Only English teacher)
6. Demonstrate English proficiency / English language teaching from trusted institutions
7. Passport with 1 copy (including travel visa page)

8. 2 photos (straight face, not wearing a hat, wearing black glasses), 2 photos
(Taken within 6 months)
9. 1 medical certificate

3. Criteria and methods for selection :

Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School will **announce the eligible candidates on March 31st, 2020.**

Selected candidate by the selection committee of Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School will have **an interview test, teaching tests, and demonstrate on writing lesson plans on April 2nd, 2020 at 09.00 am** Personality
On April 7th, 2020 Result announcement

4. Judgment Criteria

- 4.1 The selected person must pass the evaluation from the school board.
- 4.2 Conditions for contracting will be contracted by those who meet the criteria and have been selected.

5. Preparation of employment contract for selected applicants to perform duties at Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School on May 1st, 2020.

6. Contract period Starts from May 1st, 2020 - March 31st, 2021

Announced on 17 March 2020



(Ms. Chadaporn Tiensiripipat)

Director of Nawaminthrachinuthit Suankularb Wittayalai Pathumthani School