

Employment Opportunity for Full-time Elementary English Teacher 2021

Korean International School in Ho Chi Minh City is looking for professional, dedicated teachers to teach English in Elementary.

1. You are expected to meet the following requirements:

- ① Native English speaker from one of the following countries (USA, UK, Australia, Canada, New Zealand, South Africa, Ireland) is recommended. Regardless of nationalities, teachers who receive degrees from English speaking countries also accepted.
- ② **Three years or more overseas teaching experience preferred.**
- ③ BA or above in any field. (3+ yr college degree).
- ④ TESOL/TEFL/CELTA certification. (100+ hr)

2. Contract Term: 19th August, 2021 -28th February, 2022(Contract renewal will be offered at the end of the contract period.)

3. Job specifications (Full-time teacher):

- ① Teaching 21 periods in a week, from Monday to Friday. The school hours are from 8:10 a.m. to 4:30 p.m.
- ② Base Salary: \$2200 for a month (will be paid either in VND or in USD)
 - ※ The first month of the contract is paid by the number of working days.
- ③ Qualification Incentives:

Classroom based Degree (Education or English only)		Certificate from your home country (Relating to English Education or Education)	
Master's	100 USD	Teacher's	100 USD

④ Career Incentives:

Teaching Experience at KIS				
1st Year	2nd Year	3rd Year	4th Year	+ 50 USD each year until 10th year
-	150 USD	300 USD	450 USD	

- ⑤ Extra allowance: Teach supplementary classes after school or during vacation time.
 - ⑥ Target students: **Grade 4**
 - ⑦ Starting from 19th August (Thu) 2021
 - ⑧ Based on the 2021 School Calendar, working days are 180days. Winter Vacation will start 7th Jan. 2022
- ※ **The first three months will be a probationary period.**

※ **14th and 15th July will be orientation. A new teacher kindly advises to attend the orientation.**

4. Submit the following required documents to Head of English Education Department Mrs. Song at email (happysong1107@gmail.com) by 9th June(Wed) 2021

* Please submit all the documents. **Incomplete applications are not accepted.**

* During the interview, applicants will be asked to perform a **10minutes demo lesson**. A 40 minutes long lesson template and a topic based on the curriculum will be given on the spot.

- ① Resume (CV)
- ② A copy of passport photo page
- ③ **At least two references** with phone numbers and email addresses from your recent job
- ④ The official transcript or degree certificate from the highest educational organization you have graduated from

5. The selected applicant needs to submit the following documents as soon as possible (in three weeks after the employment confirmation. Due to COVID 19, minor delay allowed) in order to complete the contract.

- ① Original diploma notarized by applicant's home country Ministry of Foreign Affairs and Vietnam Consulate.
- ② Original certificate (i.e. Teacher's License, TESOL, TEFL, CELTA, & anything equivalent to these) notarized by applicant's home country Ministry of Foreign Affairs and Vietnam Consulate.
- ③ Criminal record check (**Applicant's home country and Vietnam: Sex crimes, child related crimes mandatory**)
- ④ Medical check-up in the designated hospitals.