

Employment Opportunity for Full-time Elementary English Teacher 2023~2025(School Year)

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, and Ireland) is recommended. Regardless of nationalities, teachers who receive degrees from countries where English is used as an official language are also accepted.
- ② **Three years or more overseas teaching experience mandatory.**
- ③ BA or above in any field. (3+ yr college degree).
- ④ TESOL/TEFL/Celta certification. (100+ hr)

2. Contract Term: March 1st, 2023 -28th February, 2025(Contract renewal will be offered at the end of the contract period.)

3. Job specifications (Full-time teacher):

- ① Teaching up to 20 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: 50,886,000 VND for a month
※ The first month salary 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	2,313,000 VND	Teacher's	2,313,000 VND

④ Career Incentives:

		Teaching Experience at KIS (VND)			
1st Year	2nd Year	3rd Year	4th Year	5th year	+ 1,156,500 VND each year until 10th year
-	3,470,000	6,939,000	10,409,000	12,722,000	

- ⑤ Extra allowance: Teach supplementary classes after school or during vacation time.
- ⑥ Target students: **G3~G6 English Classes**
- ⑦ Starting from March 2nd (Thu) 2023

- ⑧ 2023 School Calendar has not been confirmed yet but based on the 2022 School Calendar, 2023 school year working days are roughly 180days. Summer Vacation will commence around mid July and Winter Vacation will commence around at the beginning of January 2024

※ **The first 60days will be a probationary period.** Employer may terminate or cancel the contract according to the evaluation result of the probation period.

4. Submit the following required documents to Head of English Education Department Ms. Yim Jeongah at email (kiseyimjeongah@kshcm.net) by December 16th(Fri) 2022

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

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

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

5. The successful applicants need to submit the following documents within three weeks after the employment confirmation or the offer might be withdrawn.

- 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 checkup in the designated hospitals (FV or CarePlus).