

2019

KIS Employment Opportunity for Elementary English Teacher (Full-time and Part-time position)

Korean International School, Ho chi minh City is looking for a capable foreign teacher who loves students and is responsible for guiding and teaching them.

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.
- ② BA or above in some of the subjects related to primary education. (**3+ yr** college degree).
- ③ TESOL/TEFL/CELTA certification. (100+ hr)
- ④ Preference for Korean education experience and prior teaching experience in public or international schools

2. Contract Term: March 1st, 2019 ~ February 28th, 2020

3. Job specification: on the next page

4. Submit the following all required documents by Friday, December 14th, 2018.

- ① Resume (CV)
 - ② A copy of passport photo page
 - ③ A list of references with phone numbers from your recent job
 - ④ The official transcript from the highest educational organization you have graduated from
- ※ If any of the above documents are not submitted, your documents are excluded from the review.

<p>International Education Department Director, Lee Jin Young email: ljy10620@naver.com</p>
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* There will be interview on December 26th (Wed) ~ January 3rd (Thu) for those who passed the document review. Candidates for interview will be notified individually by e-mail.

5. The final successful person must submit the following

- ① Original diploma & verification of qualification letter issued from the students' center at your university
- ② Original certificate(ie, teacher's, TESOL, TEFL, CELTA, & anything equivalent to these)
- ③ Criminal record check(Native country: Sex crimes, child related crimes mandatory)
- ④ Medical check-up

* You cannot proceed with the contract if you fail to submit the above prior to signing the contract.



Korean International School, HCMC

2019

< 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 : \$2000 for a month (will be paid either in VND or in USD)

③ Qualification Incentives:

Classroom based Degree (Education or English only)		Certificate from their 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	+ 30 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 Special favor : Provide retirement pay once a year, insurance coverage and visa issuance

*** Details are subject to contract**

⑦ Orientation period : Successful applicants must attend orientation on February 11th ~13th and preparation period on February 26th ~ 28th ,2019 (*scheduled)

⑧ Target students : Elementary grade 3 ~ 6

※ The first month will be a probationary period.

Part-time teacher

① 20 periods or more in a week, from Monday to Friday(9:00~13:10).

② Part-time salary: \$20 for one period (will be paid either in VND or in USD)

*** one period is 40min**

③ Target students: Elementary grade 1~2

(Teaching specific English level of the students)

*** experience teaching younger learners will be preferred**

④ Starting from March 1st, 2019.

⑤ Lunch time: 11:40am~12:30pm

⑥ School Vacation: Summer, Winter vacation

※ The first month will be a probationary period.