



MAESAIPRASITSART School's Announcement
Regarding the Recruitment of a Foreign Teacher of English Language.

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MAESAIPRASITSART SCHOOL, The Secondary Educational Service Area Office Chiang Rai. We looking for applicants of English teacher (native or nonnative speaker). The details as following:

1. Position Salary and Time

- 1.1 **Position:** Foreign English Teacher 1 position.
- 1.2 **Salary:** non-native 2X,XXX Baht.
Native 3X,XXX Baht.
- 1.3 **Time:** 1 year. (contract renewal: year by year)

2. Conditions and Qualifications

- 1) English Native or Nonnative Speakers.
- 2) Male or Female, age between 25 – 55 years old.
- 3) Passport and ID card are needed
- 4) Teaching License from Teacher's Council of Thailand or KHURUSAPHA is needed, or at least 2 years teaching experience.
- 5) Good personalities with appropriate behaviors according to teaching professions and follow the school's regulations.
- 5) Never been dismissed from breaking the disciplines according to the government regulations
- 6) Graduated in Bachelor's Degree or equivalent in education or related fields.

3. Duties and Responsibilities

- 1. Act as a Co-Classroom teacher and mentor to a group of students meeting from Monday – Friday and attend morning assembly every day.
- 2. Be at school from 7.30 a.m. – 4.30 p.m. (Monday - Friday) Failure to sign in and out will count as absence. You must notify management if you leave campus during these hours.
- 3. Write unit and lesson plans for every teaching period using the format used by the program. Produce teaching media as needed for each class. Grade students' work and collect students' work samples.

4. Write tests and exams, proctor/invigilate exam, grade exam and record all results on computer to be presented to the program academic advisor.

5. Participate in extra-curricular activities such as preparing students for various academic competitions, taking part in camp activities. These activities are held at various times throughout the year and may take place on Saturday and Sunday.

6. Cannot accept outside work during school hours.

7. Participate in all professional development workshops, seminar and orientation sessions.

8. Adhere strictly to the school's dress code. Be well groomed during the school working hours, no short jeans, T-shirts, sleeveless shirts or blouses or no slippers and be a good role model for students

8.1 Males are to wear polite shirts with ties: trousers have to be professional.

8.2 Females are to wear polite shirts or blouses which are not tight-fitting and knee-covered professional-looking skirts

9. Perform assigned duties 20 – 24 periods per week.

10. Be aware of and adhere to school rules and regulations.

11. Perform other duties as assigned by the school.

12. Period of the probation, will be for two months of the initial contract then evaluation the performance

13. There will be bi-annual evaluation (March and September) and that could potentially lead to a salary increment

4. Date of Application

1) Apply on 7th – 29th September 2022 at 08.30 a.m. – 03.30 p.m. At MP Office MAESAIPRASITSART SCHOOL. (Monday - Friday) or narate@maesai.ac.th

2) Announce the qualified applicants on 30th September 2022

3) Interview the applicants on 3rd October 2022 at 09.00 a.m. – 04.30 p.m. at MAESAIPRASITSART SCHOOL.

4) Final result on 3rd October 2022 at MAESAIPRASITSART SCHOOL or www.maesai.ac.th.

5) Sign the contract on 4th October 2022 at MAESAIPRASITSART SCHOOL.

5. Required documents

the applicant must bring the original documents of all certificates with 1 copy
(Sign the name)

1) Teaching License from Teacher's Council of Thailand or KHURUSAPHA is needed, or at least 2 years teaching experience.

2) Passport or ID card.

3) Education certificate. (TRANSCRIP)

- 4) Certificate of English test. (Optional)
- 5) 2 Recent photographs 2" (No cap and sunglasses)
- 6) Health Certificate/ Medical certificate issued not later than 1 month
- 7) Other documents i.e. certificate of changing name or family name. (Optional)

This is effective from now until further notice.

The letter has been processed on 7th September 2022



(Mr. Boonthep Pissawong)

MAESAI PRASITSART School Director