



**Announcement of Horwang School
Foreign Teachers Required**

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Horwang School, situated in the district of Chatuchak in Bangkok, Thailand, is seeking 5 qualified foreign teachers to teach English to Thai students in Secondary level (Mathayom) and to carry out teaching-related duties as prescribed by Horwang School's Committee on Basic Education for the school year 2020 as follows:

1. Scope of Work and Hiring Details

1.1 Duties and responsibilities of the teacher

To teach English to students at the lower secondary level (M.1 - M.3) as well as students at the higher secondary level (M.4 - M.6) by emphasizing on listening, speaking, reading, and writing skills

1.2 Remuneration

Bachelor degree: 38,000 baht Master degree: 41,000 baht

2. Eligible Applicant Qualifications

2.1 Age: 25 - 60 years old

2.2 Minimum of Bachelor's Degree in English, TEFL, ELT, or any related field, with the ability to teach effectively.

2.3 Must be an English native speaker (from the United Kingdom, the United States, Canada, Australia or New Zealand), or a European non-native English speaker. It is required that European non-native English speaker applicants hold a test result for either TOEFL (IBT: 79), IELTS (6.5), or TOEIC (750). The minimum scores are indicated in parentheses. The scores must be within 2 years of validity.

2.4 Be able to design a lesson plan, make instructional media, supplementary handouts, worksheets, and test papers in accordance with the school policy.

2.5 Be able to perform teaching for a whole academic year. There is a compensation for early contract termination.

2.6 Must be a capable and effective teacher, with good knowledge of subject matter in English (as detailed in 1.1).

2.7 Be free of overwhelming loans or debts and have never been in a state of bankruptcy.

- 2.8 Have a clean criminal background.
- 2.9 Have never been convicted for wrongdoing or terminated by previous employers.
- 2.10 Have never been incriminated in any corruption charges.
- 2.11 Have a good personality and passion in teaching.

3. Application Process

3.1 Date and Venue for Application

Submit the application form with personal documents to foreignlanguagehorwang@gmail.com from 23 March - 17 April 2020.

3.2 Documents for Submission

- An application form
- A resume
- A 1-inch recent ID photos of applicant, taken no later than six months ago
- A photocopy of applicant's degree and educational transcript
- A copy of applicant's valid passport, including the last visa page
- Medical certificate, of one-month validity, for applicant's health clearance

Please be informed that all documents be validated and signed by the applicant himself or herself. The documents to be filled out and submitted in the application process must be correctly and properly done, and the applicant will be held responsible for them. Any false statements filed or made by the applicant may render the documents null and void, and therefore forfeit his or her chance to be selected for the job. Horwang School reserves the right to make the final decision concerning any matters related to the hiring process. All the original documents aforementioned will be returned to the applicant on the day of application.

3.3 The names of eligible applicants for the selection process of new teachers will be announced on 21 April 2020 on Horwang School's official website, www.horwang.ac.th.

4. Details of the Process for Selection

Horwang School will require every applicant to perform a teaching demonstration and to be interviewed on 23 April 2020 from 1.30 – 4.30 p.m. The applicant must prepare a lesson plan with three copies for the teaching demonstration.

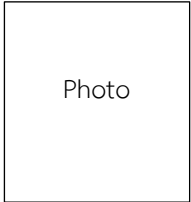
5. Announcement of Successful Applicants

The names of the successful applicants will be announced on 28 April 2020 on its official website, www.horwang.ac.th. The successful candidates must report to declare intention and sign a contract on 30 April 2020. The new teachers will report for work on 18 May 2020.

Announcement hereby made on 20 March 2020



Mr.Thumrong Senjun
Director of Horwang School



Application Form

Name: _____ Surname: _____ Gender: Male Female

Date of Birth: _____ Place of Birth: _____ Age: _____ Nationality: _____

Marital Status: Single Married Divorced Others

Passport Number: _____ Issued by: _____

Date of Issue: _____ Date of Expiry: _____

Home Address: _____

Address in Thailand: _____

Tel: _____ E-mail Address: _____

Position desired: _____ TOEFL / TOEIC score: _____

Teachers' License issued by: _____ Date of issue: _____

Expected salary: _____

Educational Background:

Name of Institution and Place of Study	Major field of study	Year of Graduation	Degree

Working Experience:

Name of Institution	From-To	Reason to Leave

Please answer the following questions:

Have you ever been convicted of any crimes? _____

Have you ever been terminated by your previous employers? _____

Are you willing to work and/or attend seminars on some weekends? _____

Please state the reason on leaving your previous employer clearly. _____

Please write 2 references from your previous job. _____

I, _____ do hereby certify that all the information disclosed in this application are true and correct

Applicant's Signature: _____ Date of Application: _____