2022 Hualien Ji-An Elementary School Application for Foreign English Teacher

1. Position

|  |  |  |  |
| --- | --- | --- | --- |
| Subject | Contract date | Positions  available | Job description |
| Foreign English Teacher | On-board date-  12/31/2022 | 1 | 1. Assist with the English curriculum, and participate in English related projects 2. Basic Windows operation or those who have experience with education related projects preferred 3. Able to cooperate and assist school to develop bilingual Curriculum program in 2022 academic year |

B. Eligibility：

1. Foreigners under the age of 65 who does not comply with article 31 and 33

under the Educators Regulations and article 14 and 15 under the Teachers

Regulations

2. State-issued Teaching license/Certificate

3. The official or common language of the nation (as the nationality shown on the passport) where the applicant is from must be English.

C. Application deadline： September 12th, 2022

September 14th, 2022

September 16th , 2022

D. Required documents：

1. Alien Resident Certificate

2. Degree/Diploma/Certificate. Proof of previous teaching experience (if applicable)

3. State issued Teaching license/Certificate

4. Additional skills (if applicable)

5. Brief autobiography

6. Teaching portfolio including teaching philosophy, classroom management, and teaching samples (if applicable)

※The original documents will be returned

E. Where to apply

Ji-An Elementary School Office of Personnel Office

Address: No. 97, Sec. 2, Ji’an Rd., Ji’an Township, Hualien County

Telephone: (03)8523984#115

F. Procedure

1. Please report to school’s Personnel Office

2. Assessment：

a. Demonstration

(1)10-15minutes

(2) Scores are based on teaching fluency, content, and classroom management.

b. Interview：

(1)10-15minutes

(2) Scores are based on education philosophy, teaching experience, professional knowledge, communication skills, and appearance.

3.Score：Demonstration 50%, Interview 50%

1. Schedule：

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Application | 1st | 2nd | 3rd | Notice |
| Application Day | September 12th, 2022 8:30-10:00AM | September 14th, 2022 8:30-10:00AM | September 16th , 2022 8:30-10:00AM | The application process will end when the positions are filled. |
| Assessment Day | September 12th, 2022 2:00 PM~ exam completed | September 14th, 2022 2:00 PM~ exam completed | September 16th , 2022 2:00 PM~ exam completed | Report to the Personnel Office at 1:50 PM  The interview and the demonstration will be conducted in groups. The assessment will be cancelled if the applicant is called for 3 times within the scheduled exam time but fail to arrive will be disqualified from taking the exam, and they will not be allowed to ask for a make-up exam for any reason afterwards.) |
| Result Announced Day | September 12th, 2022 6:00 PM | September 14th, 2022 6:00 PM | September 16th , 2022  6:00 PM | The result will be announced on the  websites.  1.https://news.hlc.edu.tw/news/teacher  2. <http://www.gaps.hlc.edu.tw/>  \* The total score less than 80 will not be admitted or taken |
| Result Check | September 13th, 2022 8:00-9:00AM | September 15th, 2022 8:00-9:00AM | September 17th , 20228:00-9:00AM | Apply in the Personnel Office with your ARC. |
| Registration | September 13th, 2022 8:00-9:00AM | September 15th, 2022 8:00-9:00AM | September 17th , 2022  8:00  -9:00AM | Register in the Personnel Office . Contract will be signed at a later date. |

＊The application will be canceled if the Department of Education Hualien County Government won't approve of it.

# **Application Form**

# 2022 Hualien Ji-An Elementary School Foreign Teacher Personal information

Number：

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name |  | | | | | Birthday | | | | |  |  | |  |  |  | photo | |
| Gender |  | | | | | ARC number | | | | |  | | | | | |
| Current  Job |  | | | | | Teacher’s Certificate number | | | | |  | | | | | |
| Address |  | | | | | | | Phone number | | | home： | | | | | |
|  | | | | | | | Cell phone： | | | | | |
| Education | 1. | | | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | | | | |
| Work  Experience |  | School/  Company | | position | |  | duration | |  | School/  Company | | | | | position | | | duration |
| 1 |  | |  | | |  | | 4 |  | | | | |  | | |  |
| 2 |  | |  | | |  | | 5 |  | | | | |  | | |  |
| 3 |  | |  | | |  | | 6 |  | | | | |  | | |  |
| Special  Experience |  | | | |  | | | | | | | |  | | | | | |
| Examination result | valid | | invalid | | Examiner’s  signature | | | |  | | | | Receiver’s  signature | | | |  | |
|  | |  | |

# Admission Ticket

# 2022 Hualien Ji-An Elementary School Foreign Teacher Personal information

|  |  |
| --- | --- |
| Number： | Photo |
| Gender： |
| Name： |
| Birthday： |
| ARC number： |

※Assessment location：

Ji-An Elementary School Office of Personnel Office

Address: No. 97, Sec. 2, Ji’an Rd., Ji’an Township, Hualien County

Telephone: (03)8523984#115

※Please bring ARC and the admission ticket and be on time.