



Korea Science Academy (KSA)
of Korea Advanced Institute of Science and Technology (KAIST)

(<http://www.ksa.hs.kr>)

Recruiting Native English Teacher

Korea Science Academy of KAIST, a special high school for students gifted in mathematics and science, is looking for a qualified, full-time native English teacher, who will begin teaching in spring semester, 2019.

1. Position & Number of Employment

- 1 Full-time English teacher

2. Eligibility

- Native speaker of English (Citizen of one of the following countries: Australia, Canada, Ireland, New Zealand, United Kingdom, United States or South Africa in accordance with the Korean Ministry of Justice law)
- Bachelor's degree in English literature, linguistics, or English education
- Ph.D. or M.A. degree in any major
- Full time teaching experience for at least 2 years
- Teacher's license/TEFL/TESOL or CELTA certificate holder preferred

3. Duties

- Teaching min. 15 hours per week
- Keeping proper course records, maintaining regular office hours, and attending meetings in addition to classroom duties, and participating in some extracurricular activities.

4. Working Conditions

- Full-time position with 2-years contract (2019.02.01. ~ 2021. 1.31, renewable upon good standing)
- Competitive salary (starting from 30,000,000 KRW per year for bachelor's degree / 32,400,000 KRW per year for master's degree)
- Furnished housing provided
- National medical insurance (contributory, school pays 50% of the premium.)
- National pension (contributory, school pays 50% of the savings.)
- Shared office

5. Hiring Process

- Stage 1: Evaluation of application documents
- Stage 2: Teaching demonstration (30 min.) and faculty interview
- Stage 3: KSA principal's interview

6. Documents to be submitted

➤ Step 1

- Application **[attached KSA form]**
- One photocopy of each academic degree certificate
- One photocopy of passport

➤ Step 2 (only for those who pass 'Stage 1')

- Certificate of each academic degree (**must be verified by the relevant official Apostille**)
- Photocopy of documents of career and awards (certified by issuing institute)
- Medical check-up report (issued within 1 year)
- Criminal record check (**issued by the central government of the home country, and then verified by an official Apostille**)
- Sealed transcript of the highest level of education (**must be issued by the University**)

7. Application Period

- Application must be submitted **by November 27, 2018**

- Submit your application and required documents in person or by mail. E-mail application is also acceptable, but (for those who pass the Stage 1) original copies of the documents must be submitted later before Stage 2 (teaching demonstration & faculty interview).

8. Important Reminder

- It is the sole responsibility of the applicant for any documents lost in the mail.
- Giving false information will result in the termination of the employment contract at any time before or after employment.
- It is the sole responsibility of the applicant to ensure that documents are properly filled out.
- Submitted documents will not be returned and any incomplete documents will not be accepted.

9. Contact Information

- For more information: Mr. Kyungmin Ko
- Address: **Office of Academic Affairs, Korea Science Academy of KAIST**

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KSA of KAIST Principal

