

Kindergarten

Homeroom Teacher

GLOBAL SEVILLA SCHOOL

Deadline: September 2019

General Requirements:

- Bachelor (S1) degree majoring in education or PAUD or Psychology (Akta IV holder will be prioritized)
- Enjoys and have a passion for working with children
- At least possess 2 years of teaching experience
- Strong interpersonal skills and confident
- Pleasant personality and keen on life-long learning
- Able to communicate and write in English
- Pleasant personality
- Computer literate
- Hard worker
- Non-Smoker

Job Responsibilities:

- Able to keep clear vision and high expectations focusing on students' achievement
- Able to advance the standards of students' achievement
- Constantly monitors and supports all students' progress and be accountable for their progress
- To ensure the provision of an appropriate, relevant and differentiated curriculum for students studying within the department
- Lesson plans and delivering lessons to a range of classes and age groups
- Preparation of scheme of work, devising, writing and producing new materials, including audio and visual resources
- Basic administration, such as preparing report books, class register and attendance records
- Good classroom management
- Conduct remedial lessons for weaker/developing students
- Preparing and setting tests, examination papers
- Marking and providing appropriate feedback on the oral and written assignment
- After school class duties, usually for extracurricular activities
- Organizing and getting involved in social and cultural activities such as sports competitions, school activities, excursions, local and overseas education trips
- Attending and contributing to training and sharing sessions
- Participating in students' recruitment for the school
- Ensure positive discipline (no punishment, etc.) and positive classroom management (no bullying, etc.)
- To be able to keep the safety and security of the students in the class and the whole school premises
- To continuously broaden and deepen subject matter mastery and syllabi to be applied in teaching and learning process

- To perform work accordingly (work on time, dress properly, keep the professional image, attend morning prayer, etc.)