

General Regulations for 2022 Foreign English Teacher Recruitment
Yi-Chang Junior High School, Hualien County

A. Position

Job Title	On-board Date	Availability	Notice
Foreign English Teacher	December 31 st 2022	1 on Official Approval Several on Waiting List	1. Participating in English-related affairs of the English Teaching Resource Center as well as English curriculum of the School, and supporting off-campus English teaching if needed. 2. Being able to work with the School on the development of bilingual curriculum programs in academic year 2022. 3. Those proficient in IT and Windows, or experienced in handling education-related special projects are preferred.

B. Conditions & Qualifications:

1. Foreigners under the age of 65 to whom none of the situations stated within Articles 31 and 33 of the *Act Governing the Appointment of Educators*, and that within Articles 14 and 15 of the *Teachers' Act* pertains are eligible.
2. State-issued teaching license/certificate.
3. The nationality shown on the passport must be English-speaking countries.
4. In case of falsification or misrepresentation, those who are admitted shall be unconditionally dismissed, and the position shall be given in order to those on the waiting list.

C. Deadlines for Application Submission: April 22nd, 2022

April 26th, 2022

April 28th, 2022

D. Credentials & Documents Required:

1. Credentials for Verification
 - a. Alien Resident Certificate (ARC)
 - b. Proof of academic qualifications (Degree/Diploma/Certificate) and proof of work experience (if applicable)
 - c. State-issued and valid teaching license/certificate
 - d. Proof of having received at least 2 doses of COVID-19 vaccines, such as the Yellow Card (COVID-19 Vaccination Record).

2. Documents for Submission

- a. Application Form and Assessment Pass (both forms shall be filled in and attached respectively with one passport-size front, bust, and hatless photo taken within recent three months).
- b. Photocopies of the abovementioned academic qualifications and the proof of work experience (if applicable)
- c. Photocopy of the abovementioned teaching license/certificate
- d. An affidavit addressing the applicant to whom none of the situations stated within Articles 31 and 33 of the *Act Governing the Appointment of Educators*, and that within Articles 14 and 15 of the *Teachers' Act* pertains.
- e. In case of entrusted application, a Power of Attorney shall be submitted with the original ID cards from both the principal and the trustee for verification.
- f. Proof of expertise or special performance (if applicable)
- g. Three copies of brief autobiography
- h. Three copies of Teaching Portfolio (including philosophy behind your teaching, classroom management, teaching experience, etc. if applicable)

※ The original documents submitted will be returned.

E. Location for Application Submission

Personnel Office, Yi-Chang Junior High School

Address: No. 41, Yichang 1st St., Ji'an Township, Hualien County

Telephone: (03) 8520803 #701

F. Procedure

1. Report to the Personnel Office.
2. Recruitment Assessment:
 - a. Written Assessment (documents): Teaching portfolio containing the philosophy behind your teaching, classroom management, and lesson plans.
 - b. Oral Assessment (interview):
 - (1) 10-15 minutes
 - (2) The score is based on your teaching philosophy, teaching experience, professional knowledge, communication skills, and appearance.
3. Total Score: Written Assessment 30%, Oral Assessment 70%.

G. Schedule:

Recruitment Assessment	1 st	2 nd	3 rd	Notices
Application	2022/04/22 08:30 ~ 10:00	2022/04/26 08:30 ~ 10:00	2022/04/28 08:30 ~ 10:00	The application shall end when there is no position available.
Assessment	2022/04/22 14:00 ~ completion of assessment	2022/04/26 14:00 ~ completion of assessment	2022/04/28 14:00 ~ completion of assessment	Report to the Personnel Office at 13:50. The interview and the demonstration will be conducted in groups. Those who fail to present themselves after being called for three times within the scheduled time shall be disqualified, and cannot for any reason afterwards ask for any makeup assessment.
Announcement	2022/04/22 19:00	2022/04/26 19:00	2022/04/28 19:00	The result will be announced on the School's website. 1. https://news.hlc.edu.tw/news/teacher 2. http://www.ycjh.hlc.edu.tw/ * Those who score under 80 shall not be admitted or put on the waiting list.
Score Review	2022/04/25 08:00 ~ 09:00	2022/04/27 08:00 ~ 09:00	2022/04/29 08:00 ~ 09:00	Apply to the Personnel Office with your ARC for score review.
Registration	2022/04/25 08:00 ~ 10:00	2022/04/27 08:00 ~ 10:00	2022/04/29 08:00 ~ 10:00	Report to the Personnel Office for registration. You will sign the contract at a later date.

* Applications disapproved by the Department of Education, Hualien County Government shall be canceled.

Application Form

2022 Foreign English Teacher Recruitment

No.:

Name		Birthday		p h o t o				
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		

Assessment Pass
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※ Location for Recruitment Assessment: Personnel Office, Yi-Chang Junior High School

Ticket No.:	Photo
Gender:	
Full Name:	
Date of Birth:	
ARC No.:	

Address: No. 41, Yichang 1st St., Ji'an Township, Hualien County

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※ Participants shall arrive on time and present a valid ARC along with this Assessment Pass.