

<b>ACADEMIC POSITION</b>		<b>Closing Date: 10<sup>th</sup> Nov 2020</b>
<b>Position 1: Teacher (1 position)</b>		
<b>Location : Setiabudi Primary, Gombak, Kuala Lumpur</b>		
<b>Subject</b>	<b>Status</b>	<b>Expected Report Duty</b>
English	Full Time Teacher	December 2020
<b>Job Description:</b>		
<ol style="list-style-type: none"> <li>1. To implement all the learning courses effectively.</li> <li>2. Identifies, selects and modifies teaching methods to meet the needs of the students with varying backgrounds, learning styles, and special needs.</li> <li>3. Assists in assessing changing curricular needs and offers plans for improvement.</li> <li>4. Provides a positive environment in which students are encouraged to be actively engaged in the learning process.</li> <li>5. Communicates effectively, both orally and in writing with students, parents, and other professionals on a regular basis.</li> <li>6. To prepare and give sufficient exercises to students; correct students' exercise books and return them promptly; hand over the exercise books to the Principal/Vice Principal of Academic for checking when required.</li> <li>7. To perform monthly test and to evaluate students from time to time on the students' progress; to record the question paper, students' achievement in the teachers' record book.</li> <li>8. To trace and identify the area of students' weaknesses and to follow up with action to overcome the weaknesses.</li> <li>9. Meet professional obligations through efficient work habits such as; meeting deadlines, honouring schedules, coordinating.</li> <li>10. Perform other duties and responsibilities as assigned by their superior.</li> </ol>		
<b>Job Requirements:</b>		
<ol style="list-style-type: none"> <li>1. A good Bachelor Degree in the specific subject with experience / Diploma in Education or its equivalent will be an added advantage.</li> <li>2. At least 1 – 2 years teaching experience as Tutor.</li> <li>3. Passion in teaching and love working with children.</li> <li>4. Excellent classroom management skills.</li> <li>5. Good attitude and strong work ethic.</li> <li>6. Applicant must be a Malaysian Citizen.</li> </ol>		

<b>ACADEMIC POSITION</b>		<b>Closing Date: 10<sup>th</sup> Nov 2020</b>
<b>Position 2: Teacher (1 position)</b>		
<b>Location : Setiabudi Secondary, Gombak, Kuala Lumpur</b>		
<b>Subject</b>	<b>Status</b>	<b>Expected Report Duty</b>
Mathematics	Full Time Teacher	December 2020
<b>Job Description:</b>		
<ol style="list-style-type: none"> <li>1. To implement all the learning courses effectively.</li> <li>2. Identifies, selects and modifies teaching methods to meet the needs of the students with varying backgrounds, learning styles, and special needs.</li> <li>3. Assists in assessing changing curricular needs and offers plans for improvement.</li> <li>4. Provides a positive environment in which students are encouraged to be actively engaged in the learning process.</li> <li>5. Communicates effectively, both orally and in writing with students, parents, and other professionals on a regular basis.</li> <li>6. To prepare and give sufficient exercises to students; correct students' exercise books and return them promptly; hand over the exercise books to the Principal/Vice Principal of Academic for checking when required.</li> <li>7. To perform monthly test and to evaluate students from time to time on the students' progress; to record the question paper, students' achievement in the teachers' record book.</li> <li>8. To trace and identify the area of students' weaknesses and to follow up with action to overcome the weaknesses.</li> <li>9. Meet professional obligations through efficient work habits such as; meeting deadlines, honouring schedules, coordinating.</li> <li>10. Perform other duties and responsibilities as assigned by their superior.</li> </ol>		
<b>Job Requirements:</b>		
<ol style="list-style-type: none"> <li>1. A good Bachelor Degree in the specific subject with experience / Diploma in Education or its equivalent will be an added advantage.</li> <li>2. At least 1 – 2 years teaching experience as Tutor.</li> <li>3. Passion in teaching and love working with children.</li> <li>4. Excellent classroom management skills.</li> <li>5. Good attitude and strong work ethic.</li> <li>6. Applicant must be a Malaysian Citizen.</li> </ol>		