



Teacher Coles English Corner

Application for Employment

Level 1 Teacher

Introduction

Hello and thank you for considering becoming one of **Teacher Coles English Corner's** amazing teachers! Before we get started on your application let's discuss what is expected from our teachers and the requirements.

Here at **Teacher Coles English Corner**, we believe that all students should see learning as an *amazing journey*. That education should be fun and exciting, even when having to get through the "boring bits". This is why our goal is to create **Information Detectives** out of our students. We want to encourage our students to dig deeper into the content, to begin asking informative questions, to encourage critical thinking skills, and above all, to really enjoying learning something new each and every lesson!

So, that brings us back to you, the teacher.

- Are you ready to embark on a *Learning Journey of Discovery* with your students?
- Are you prepared to give *dynamic and detailed answers* to your students, and parents, questions?
- Are you willing to be *flexible* and go *off the beaten path* of the lesson when needed?
- Is taking notes your *hidden talent*?

If you are ready to really take charge of your lessons, to be able to dig into the content, and really feel like you are making a difference in your student's lives, then you are exactly the teacher we are looking for and I cannot wait to see your completed application!!

Sincerely,
Teacher Cole



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Application Process / Requirements / Pay

Application Process:

All applicants are given equal opportunity to apply and be considered for a position at **Teacher Coles English Corner, LLC**. During the application process, we will be verifying your application, provided information, teacher videos, and essay to make a final decision. Please feel free to include any extra pertinent information that you feel will make you stand out from the crowd and showcase your unique and compelling teaching skills!

Requirements:

1. Completed Application Form
**CV/Resume may be submitted in lieu of pages 3-6*
2. Teacher Video - There are 2 options for a Teacher Video
you may submit more than one
 - . One(min) – Two (max) minute introduction Video ***Required**
 - . 3-5 min Demo/Introduction Video **optional but recommended*
3. Proof of Education / Certifications
4. Proof of Citizenship or 5yrs min living/working experience in a native English-speaking country.
5. Written Response: Personal Insight
6. Internet – 10mbps Minimum
7. Computer – i3 processor Minimum
8. Zoom/Voov Accounts - **Free Versions*
9. LINE & WeChat Accounts
10. Wise Account
**PayPal is an acceptable alternative (fees may apply)*
11. Google Account -
 - . Gmail – Teacher.FirstName.LastName@gmail
 - . Google Drive & Pcloud Drive

Pay:

1. Base Salary:
 - o \$12/hr (USD) for 1-on-1 lessons
 - o Group Lessons/Lending Program Eligibility TBD
2. Incentive Pay:
 - o \$1/hr for Upgraded Homework Packages
 - o \$1/hr for Adult Lessons
3. Merit & Performance Reviews:
 - o Base salaries are for the duration of the probationary period. Salary increases are based on performance review and merit.

Submission of Application:

All applications should be submitted to: **Support@TeacherColesEnglishCorner.com**

Subject: **TCEC Teacher Application**

Position(s) Desired _____



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Name _____
Last First Middle Citizenship

Present Address _____
City Country

Phone Number _____

Email Address _____

LINE & WeChat ID _____

List, in order, the grades, subjects, and/or specialties that you prefer to teach:

1. _____ 2. _____ 3. _____

CERTIFICATIONS

List all areas in which you hold valid teaching certificates or training
Examples: TOFEL / IELTS / TEYL / Etc.

Area of Certification	Cert #	Issuing Date

Date available for employment _____

Hours you are available in GMT+8 _____



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EDUCATION BACKGROUND			
	School or Institution	Major / Minor	Diplomas, Degrees, or Credits Earned
Vocational Education			
College / University			
Specialized Training			
Misc.			

EXPERIENCE (Present or Most Recent First)			
Dates		Name of Employer & Address	Your Title
From			
To			
Work Performed		Reason for leaving	
Name and Title of Supervisor		May we contact this employer?	



EXPERIENCE			
Dates		Name of Employer & Address	Your Title
From			
To			
Work Performed		Reason for leaving	
Name and Title of Supervisor		May we contact this employer?	
EXPERIENCE			
Dates		Name of Employer & Address	Your Title
From			
To			
Work Performed		Reason for leaving	
Name and Title of Supervisor			



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REFERENCES

References should include only those who have firsthand knowledge of your professional competence and your personal qualifications.

Name	Position	Email	Telephone

OTHER QUALIFICATIONS

Summarize special job-related skills and qualifications acquired from employment or other experiences. Add any other additional information you feel may be helpful in considering your application, i.e. honor, awards, activities, technology skills, or professional development activities:

Blank area for entering other qualifications.



GENERAL BACKGROUND INFORMATION

*You must give complete answers to all questions. If you answer “Yes” to any question, you must list all offenses regardless of the date or location of occurrence.

	Yes	No
Have you ever been convicted of a criminal offense?		
Are you currently under charges for any criminal offense?		
Have you ever forfeited bond or collateral in connection with a criminal offense?		
Within the last ten years, have you ever been fired from any job for any reason?		
Within the last ten years, have you quit a job after being notified that you would be fired?		
Have you ever been professionally disciplined by any employer? Professional discipline means the annulment, revocation, or suspension of your teaching certification, suspensions, or having received a letter of reprimand from your employer.		
Is there any reason you should not work with minor children?		



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Personal Insight

We are interested in your ability to organize and express thoughts on a specific topic in a succinct manner. Please select one of the following topics and give us your thoughts.

1. The most important qualities of an outstanding educator.
2. My philosophy of student discipline.
3. The importance of continuing personal & professional development.
4. How IT (computers/internet/tools) can be integrated into the online learning environment.



Signature _____

Date _____