

2023. Short-term Guest English Teacher Recruitment Plan

We notify 2023. Short-term Guest English Teacher for Jeollabukdo Office of Education Recruitment Plan.

April. 10th, 2023.

Superintendent of Jeollabukdo Office of Education

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Plan for Recruitment

- 1. Title:** Short-term Guest English Teacher
- 2. Eligibility:** F-Visa holders (refer to attachment1)
- 3. Contract Period:** 2023. 5. 1. ~ 2023. 8. 25.
- 4. Available Positions:** 2
- 5. Opening City:** Sunchang(순창), Gochang(고창)
- 6. Working Conditions:** Refer to attachment 2
- 7. Pay:** Refer to attachment 3
- 8. Duties:** Applying 「Guidelines for Operation of Contract Teachers in Jeollabukdo」 and 「National Civil Service Regulation」
- 9. Restriction:** Any of following persons shall not apply
 - A person who has been terminated by their misconducts, any negligence issues etc
 - A person with Any other issues for breaches under relevant statutes
- 10. Screening Process**
 - A. Document screening (only for 4 candidates)
 - B. Interview (Only for success candidates from document)

screening(will be notified individually)

11. Required Documents

A. Document Screening

- 1 Application
- 1 Certificate of Fact on Entry and Departure

12. Schedule

A. Document Submission

- Announcement: 2023. 4. 10.(Mon) 14:00 ~ 2023. 4. 13.(Thu) by 17:00
- Submission: 2023. 4. 11.(Tues) 14:00 ~ 2023. 4. 13.(Thu) by 17:00
- Reception: Creativity and Talent Education Division, Jeollabukdo
Office of Education (※no walk-in)
- Submission(Choose 1):
 - ① By email(preferred): sunamu27@jbedu.kr
(Please call after submission ☎239-3445)
 - Submit 1 Application and 1 copy of the certificate of fact
on entrance and departure in PDF file. Original copy will
be asked in the interview
 - ② By post(등기): Send to 전라북도 전주시 완산구 홍산로 111
전라북도교육청 8층 창의인재교육과

B. Document Screening Result:

Announcement of successful candidates will be informed
individually. Expected date: 2023. 4. 17.(Mon)

C. Interview(Only for successful candidates from document screening)

Expected date: 2023. 4. 19.(Wed) 15:00

- Interview schedule will be informed individually
- Required Document for interview:
 - 1) Registration Card
 - 2) Support Documents for Application

(Apostilled University Degree, Employment Verification, Certificates etc)

V**Final Result Announcement**

A. Date: 2023. 4. 20.(Thu)

B. Required Documents for final candidates

- Apostilled University Degree
- 1 Certificate of fact on Entrance and Departure
- 1 Copy of Registration Card (Please bring your card)
- A Pledge for Joint Use of Administrative Information and
A Consent form for Criminal Record Check
- 1 Copy of Health check result for public service recruitment
공무원채용신체검사서 (within 1 year)

VI**NOTE**

- Schedule mentioned above may be subject to change under certain circumstances
- Fraudulent document will not be accepted and the acceptance will be immediately cancelled
- All disadvantages from mistake, insufficient documentation, if not reachable to the candidate etc are at the responsibility of the applicant.
- Acceptance will be cancelled if there is any reasons for disqualification
- For other inquiries, Please contact ☎ 063) 239-3445

[Attachment 1] Eligibility

1) Qualification: A candidate who meets one of the following conditions

- A citizen of a country where English is the primary language, holding a minimum of a Bachelor's degree from an accredited university with the designated countries

*Countries : Australia, Canada, Ireland, New Zealand, United Kingdom, United States, or South Africa.

- Ethnic Korean applicants with foreign citizenship or legal residencies in one of the 7 native- English countries must have been taught in English-language schools from junior high school forth and have lived abroad for minimum of 10 years. (If you are a male citizen of the Republic of Korea under the age of 35, you must have either completed mandatory military service or have received an official waiver).

2) Have a good command of English

3) In Good Mental and Physical Health

4) Holds a proper visa to be a Guest English Teacher

5) Under the Age of 62 (Korean retirement age)

[Attachment 2] Work Condition

Contents	Details
Working days	<ul style="list-style-type: none"> • 5 days a week (Mon~Fri)
Working hours	<ul style="list-style-type: none"> • 8 hours per day (시정은 기관장이 정함)
Sallary	<ul style="list-style-type: none"> • 2,300,000 won per month (2+), or 2,200,000원(2)
Lesson	<ul style="list-style-type: none"> • 22 hours per week ※ Supplementary class instruction pay: 20,000 won per hour ※ Employee' s class instruction hours per week does not exceed 22 hours, the supplementary class instruction pay shall not be applied
Holiday	<ul style="list-style-type: none"> • Saturdays, Sundays, Labor day(May 1st) or any other national holidays of the Republic of Korea. ※ With the consent of the Employee, the Employer may require the employee to work overtime hours in addition to normal work hours or work days. Pay advantageous if the following allowances are duplicated <ul style="list-style-type: none"> - Work overtime: work on holidays or overtime work - Supplementary class instruction pay: if class instruction hours exceed twenty-two hours • Employee uses their paid-leave for the discretionary holidays such as school anniversary and others. Employee may request to work, in this case they shall work at the sub school.

[Attachment 3] Pay Scale

Level	Requirements	Monthly Pay
2+	1 year of full-time teaching experience + one of the following: -Bachelor's degree in Education / major in Teaching, TESOL, Second Language Studies, or Education -Teacher's license -TEFL/TESOL or CELTA certificate OR	230
	Master's degree in any discipline with a Bachelor's degree in Education / major in Teaching, TESOL, Second Language Studies, or Education OR	
	Master's degree in Education / major in Teaching, TESOL, Second Language Studies, or Education with a Bachelor's degree in any discipline OR	
	After 1 year as a Level 2 with the renewing province	
2	Bachelor's degree in Education / major in Teaching, TESOL, Second Language Studies, or Education OR	220
	Bachelor's degree in any discipline + TEFL/TESOL/CELTA certificate OR	
	Bachelor's degree in any discipline + Teacher's License	

[Attachment 4] Pledge for Joint Use of Administrative Information and
Consent form for Criminal Record Check

행정정보 공동이용 사전동의서

1. 이용기관 명칭: 전라북도교육청 및 도내 유·초·중·고

2. 이용사무(이용목적): 결격사유 유무 조회(강사 채용)

3. 공동이용 행정정보(구비서류)

연번	행정정보명	연번	행정정보명
1	결격사유 유무 조회	2	범죄경력 유무 조회

※ 이용기관은 본인이 동의한 위 공동이용 행정정보를 확인하기 위해 「개인정보 보호법」 시행령 제19조에 따라 주민등록번호, 여권번호, 운전면허의 면허번호 또는 외국인등록번호가 포함된 행정정보를 처리할 수 있습니다. 이용기관이 요청하는 경우 기재하여 주십시오.(필요시 기재사항)

(☐ 주민등록 ☐ 여권 ☒ 외국인등록 ☐ 운전면허) 번호:

4. 정보주체(본인) 동의사항

○ 본인은 위 사무의 처리를 위하여 「전자정부법」 제36조에 따른 행정정보 공동이용을 통해 이용기관의 업무처리담당자가 전자적으로 본인의 구비서류(공동이용 행정정보)를 확인하는 것에 동의합니다.

※ 만일, 본인이 위 행정정보 이용에 대해 동의를 하지 아니할 경우에도 불이익은 없습니다. 다만, 동의하지 아니한 경우에는 본인이 해당 구비서류를 제출하여야 합니다.

년 월 일

대상자 본인

성 명:

(서명 또는 인)

생년월일:

전화번호:

행정정보 공동이용 사전동의서

1. 이용기관 명칭: 전라북도교육청 및 도내 유·초·중·고
2. 이용사무(이용목적): 결격사유 유무 조회(강사 채용)
3. 공동이용 행정정보(구비서류)

연번	행정정보명	연번	행정정보명
1	결격사유 유무 조회	2	범죄경력 유무 조회

※ 이용기관은 본인이 동의한 위 공동이용 행정정보를 확인하기 위해 「개인정보 보호법」 시행령 제19조에 따라 주민등록번호, 여권번호, 운전면허의 면허번호 또는 외국인등록번호가 포함된 행정정보를 처리할 수 있습니다. 이용기관이 요청하는 경우 기재하여 주십시오.(필요시 기재사항)

(☐주민등록 ☐여권 ☒외국인등록 ☐운전면허) 번호:

4. 정보주체(본인) 동의사항

- 본인은 위 사무의 처리를 위하여 「전자정부법」 제36조에 따른 행정정보 공동이용을 통해 이용기관의 업무처리담당자가 전자적으로 본인의 구비서류(공동이용 행정정보)를 확인하는 것에 동의합니다.
- ※ 만일, 본인이 위 행정정보 이용에 대해 동의를 하지 아니할 경우에도 불이익은 없습니다. 다만, 동의하지 아니한 경우에는 본인이 해당 구비서류를 제출하여야 합니다.

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대상자 본인

성명: (서명 또는 인)

생년월일:

전화번호:

성범죄 경력 및 아동학대관련범죄 전력 조회 동의서

대상자	성 명(외국인의 경우 영문으로 작성)
	주민등록번호(외국인의 경우 외국인등록번호/국적)
	연락처(휴대전화 등)

본인은 전라북도교육청 및 도내 유·초·중·고의 취업자 등으로서 「아동·청소년의 성보호에 관한 법률」 제56조 및 같은 법 시행령 제25조에 따른 성범죄경력 조회와 전라북도교육청 및 도내 유·초·중·고의 취업(예정)자 또는 노무 제공(예정)자로서 「아동복지법」 제29조의3 및 같은 법 시행령 제26조의4에 따른 아동학대관련범죄 전력 조회에 동의합니다.

년 월 일

동의자

(서명 또는 인)

유의사항

1. 개인정보 수집항목: 성명, 주민등록번호(외국인의 경우 외국인등록번호 및 국적)
2. 개인정보 제공 거부에 따른 제한사항: 귀하는 개인정보 제공 동의를 거부할 권리가 있으나, 동의 거부 시에는 취업에 제한을 받을 수 있습니다.
3. 개인정보의 수집·이용 목적: 수집된 개인정보는 성범죄 경력 조회 신청, 아동학대관련범죄 전력 조회 신청 등을 위하여 사용됩니다.

①-1 지원서 (자기건강보고서, 서류검증동의서, 자기소개서 포함)

① NAME IN PASSPORT Include any suffix (Jr., Sr., etc)

[illegible]

SURNAME

[illegible]

GIVEN NAME (FIRST AND MIDDLE)									
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You **MUST**
insert a
passport quality
photo in
professional
attire here

②-1 DATE OF BIRTH

YEAR	MONTH	DAY	

YEAR

MONTH

DAY

②-2 AGE

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③-1 GENDER

MALE

GENDER

FEMALE

③-2 MARRIAGE

3499

☐ MARRIED

MARRIAGE

UNMARRIED

③-3 PLACE OF BIRTH

$$\text{GMM} = (\text{GM} + \text{MB}) / (\text{PROFIT} + \text{CD}) \quad \text{GMM} = \text{GMM} \times \text{PROFIT}$$

COUNTRY

④-1 PRIMARY CITIZENSHIP

④-2 SECONDARY CITIZENSHIP

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④-3 KOREAN HERITAGE (IF APPLICABLE)

	YES	NO
- Are you ethnically Korean? (if no, proceed to ⑤)		
- Does the Korean government consider you to be a holder of Korean citizenship? You MUST consult the Korean Embassy/Consulate about your nationality status BEFORE applying.	YES	NO

⑤ INTERVIEW CONTACT INFORMATION

Available interview time frame**		Skype ID	
Primary Phone		City & Country	
Secondary Phone		City & Country	
Primary Email		Secondary Email	

** Interviews are scheduled according to Korean Standard Time (KST). Start times are available Mon to Fri from 09:20–11:00 and 13:20–17:00. List all available interview times (e.g., M–F, 13:30–16:30 KST). Failure to list times will result in delays in interview scheduling.

⑥-1 CURRENT AND PREVIOUS RESIDENCE(S)

List each residence where you have resided in the past 5 years, starting with your **current** residence. Add more rows if necessary.

	CITY and STATE / PROVINCE	COUNTRY	FROM(MM/YY)	TO(MM/YY)	YEAR(S)	MONTH(S)
CURRENT						
PREVIOUS						

⑥-2 MAILING ADDRESS

List the mailing address you would like your contract sent to. Please notify your application agent or the Jeollabukdo office of any address changes.

HOUSE NUMBER & STREET NAME	CITY	STATE/PROVINCE	POSTAL CODE	COUNTRY
TELEPHONE (INCL. COUNTRY CODE & AREA CODE)		EMAIL		

⑦ EMERGENCY CONTACT List contact information for a family member in your home country in case of an emergency.

FIRST NAME	LAST NAME	RELATIONSHIP TO YOU	E-MAIL	
HOUSE NUMBER & STREET NAME	CITY	STATE/PROVINCE	POSTAL CODE	COUNTRY
HOME PHONE (INCL. COUNTRY CODE & AREA CODE)		MOBILE PHONE (INCL. COUNTRY CODE & AREA CODE)		

⑧-1 EDUCATIONAL BACKGROUND

For elementary, middle and high school, list all institutions you attended for each level. Add more rows if necessary. For post-secondary education, please list **all** of the institutions where you have obtained credits toward your degree(s).

LEVEL	NAME OF INSTITUTION	STATE/ PROVINCE & COUNTRY	ENROLLMENT		GRADUATION DATE (MM/YY)	NUMBER OF YEARS AT SCHOOL
			FROM (MM/YY)	TO (MM/YY)		
ELEMENTARY			MM/YY	MM/YY	MM/YY	
MIDDLE			MM/YY	MM/YY	MM/YY	
HIGH			MM/YY	MM/YY	MM/YY	
POST SECONDARY EDUCATION (1)			MM/YY	MM/YY	MM/YY	
	DEGREE:	MAJOR:	Overall Grade :			
POST SECONDARY EDUCATION (2)	(IF APPLICABLE)		MM/YY	MM/YY	MM/YY	
	DEGREE:	MAJOR:	Overall Grade :			

⑧-2 ENGLISH TEACHING CERTIFICATION/ TEACHING CERTIFICATION

TITLE OF CERTIFICATION	ACCREDITING INSTITUTION	ISSUE DATE (MM/YY)	TOTAL COURSE HOURS	
TEFL / TESOL / CELT / CELTA		MM/YY	In-class	Online
Valid Teaching Cert / License / Credentials		MM/YY		

⑨-1 FULL-TIME / PART-TIME TEACHING EXPERIENCE

NAME OF INSTITUTION	POSITION TITLE	FULL / PART TIME	SUBJECT	STATE / PROVINCE & COUNTRY	AGE RANGE OF STUDENTS	FROM (MM/YY)	TO (MM/YY)	NUMBER OF MONTHS					
						MM/YY	MM/YY						
IF YOU NOW HOLD A CONTRACT POSITION, WHAT IS THE EXACT FINISH DATE OF THE CONTRACT?						M	M	D	D	Y	Y	Y	Y
						MM/YY	MM/YY						

⑨-2 CONTACT INFORMATION FOR FULL-TIME TEACHING EXPERIENCE IN KOREA

NAME OF INSTITUTION	NAME OF MAIN CO-TEACHER / DIRECTOR	OFFICE PHONE	EMAIL

⑨-3 NON-TEACHING WORK EXPERIENCE

List from the most recent employment. Add more rows if necessary.

JOB TITLE	EMPLOYER	STATE / PROVINCE & COUNTRY	FROM (MM/YY)	TO (MM/YY)	NUMBER OF MONTHS	FULL-TIME OR PART-TIME
			MM/YY	MM/YY		
			MM/YY	MM/YY		

⑩ CONTACT INFORMATION FOR LETTERS OF RECOMMENDATION

NAME OF REFEREE	NAME OF INSTITUTION	RELATIONSHIP TO YOU	PHONE	E-MAIL

⑬ SELF MEDICAL ASSESSMENT

QUESTION	YES	NO	IF YES, PLEASE EXPLAIN
① If necessary, are you prepared to undergo physical tests to verify the answers given in the Self Medical Assessment?			
② Have you ever had any of the following:			
1. Allergies			
2. High Blood Pressure			
3. Diabetes?			
4. Any type of Hepatitis?			
③ Do you currently have or ever had any infectious disease that threatened public health before (such as, but not limited to: Cholera, Viral hepatitis A, Tuberculosis, AIDS, etc)?			
④ Have you ever suffered from, or been treated for, depression, anxiety, or any other mental or mood disorder? (If you have received treatment, please explain and attach a medical report).			
⑤ Have you ever abused or been addicted to alcohol, any narcotic, stimulant, hallucinogenic or other substance (whether legal or prohibited)?			
⑥ Are you taking any prescribed medication?			
⑦ Do you have any cognitive or mental disabilities?			
⑧ Do you have any visual or hearing impairment(excluding those that are easily corrected with glasses or contacts) or any physical disability?			
⑨ Have you had any serious injury or sickness in the last five years?			
⑩ Medically speaking, do you have any dietary restrictions?			
⑪ On average, how many standard servings of alcohol do you drink each week?			
⑫ On average, how many cigarettes do you smoke per day?			

⑭ ADDITIONAL PERSONAL INFORMATION

	YES	NO	IF YES, PLEASE EXPLAIN
① Have you studied in one of the seven (7) designated English-speaking countries (or studied at an English speaking accredited international school) beginning from grade 7 in middle school through high school and university for a minimum total of 10 years?			
② Do you have a Bachelor's degree or its equivalent? If no, please indicate the exact date you will receive your diploma.			
③ Have you ever resigned from, or broken, any teaching contract, whether at home or abroad			
④ Besides earlobe piercings, do you have any other piercings or tattoos? (Be specific. For tattoos, please indicate size and location)			
⑤ Have you ever been charged (whether convicted or dismissed) with any offense/crime (Alcohol, substance-related & traffic offenses included)			

⑮ PERSONAL ESSAY

※ Please write an essay below (minimum 500 words; maximum 800 words; use size 11 font; single spaced)

We are interested in your ability to succeed as an ESL teacher in a public school in Korea. In the space below, please share with us your reasons for wanting to teach ESL in Korea, your educational philosophy and your thoughts on encountering cultural differences.

FIRST NAME

MIDDLE INITIAL

LAST NAME