

Application for Teaching Position
Concord College of Sino-Canada (Beijing and Shenzhen)
International School of Sino-Canada

Personal Information

Name (Mr.) (Miss) (Ms.) (Mrs.) _____
Surname Given Name(s)

Date of Birth (YY/MM/DD): _____ Place of Birth: _____

Citizenship _____

Home Address _____

Postal Code _____ Telephone _____

Email address: _____

Do you plan to travel:

Accompanied (i.e. spouse) – *Please submit separate application for teaching position forms for accompanying persons*

Unaccompanied?

Will your existing medical insurance cover your teaching in China? Yes No

School where you are currently/most recently employed

School Name _____

Address _____ Postal Code _____

Telephone _____ Fax _____

Email _____

Principal Name _____ School District _____

Most recent teaching assignment [grade level(s) and subject(s)] _____

Preferred Location/Assignment

Indicate destination(s) for which you are applying in order of preference (1, 2, or 3)

International School of Sino-Canada

Beijing Concord College of Sino-Canada

Shenzhen Concord College of Sino-Canada

Would you consider another school if no availability is found in your first choice destination?

Yes No

Preferred teaching assignment (indicate preference by rank order – 1, 2, 3)

International School of Sino-Canada (Grades K-10)	Beijing Concord College of Sino-Canada (Grades 10-12)	Shenzhen Concord College of Sino-Canada (Grades 10-12)
Preferred Grade:	Preferred Grade:	Preferred Grade:
Specialty:	Elective courses	Elective courses

Have you taught internationally previously? Yes No

Location _____

Have you previously applied for to teach at CCSC or ISSC? Yes No

Professional Background

List academic background and qualifications that should be considered in your application.

Degree(s) obtained	Institution	Year of Completion	Major and Minor Studies

Teacher Training (if not included above)	Institution	Year of Completion	Methods, Courses or Special Training

Type of teaching credential(s) _____

Year obtained _____ Number _____

Membership(s) in professional associations

Experience

How many completed years of teaching experience will you have as of the beginning of September 2005?

Please list details of teaching experience below. Include current position and list most recent experience first.

School/Institution	Teaching Assignment (subjects of appropriate)	Grade levels	Number of Years

Please indicate activities/experience related to your role as teacher:

Disabilities

Do you have any medical or physical disabilities (i.e. – asthma, poor hearing, etc.)

Yes No

Social or service clubs

Do you belong to any social/service clubs or organizations? Yes No

Details

Recreational Interests

Describe any special interests that you or members of your family may have in recreational activities.

Relatives and friends

Do you have any relatives or friends living in China? Yes No

Restrictions

Are you aware of any medical or legal reason why the above information would fail to satisfy any immigration requirements? Yes No

If yes, provide details (i.e.: citizenship complications, a conviction for a criminal offense, health issues, etc.)

Notification in Case of Emergency

Name of person(s) and their relationship to you, to be notified in case of an emergency:

Address: _____

Telephone number (home) _____ (work) _____

References

References should be able to comment on your personal attributes, including sensitivity to other cultures, your teaching abilities, and how you relate to young people. At least one reference should include your previous employer

Name	Title/Position	Phone Number	Email

Statement of Interest

Applicants should attach a letter of introduction stating why they are interested in teaching at Concord College of Sino-Canada or International School of Sino-Canada.

DEADLINE FOR APPLICATIONS: FRIDAY, MARCH 26 2005

Note: All selected teachers must submit a criminal record check.

All teachers recruited by AEI Inc. will sign contracts with AKD International Inc., the CCSC parent organization.

AEI Inc. wishes to thank you for your interest in teaching in China. However, only those selected for an interview will be contacted.

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