



## Announcement of Maechaem School

### The recruitment of a foreigner as an English teacher

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Maechaem School, a secondary school located in Mae Chaem District, Chiang Mai Province, under the Secondary Educational Service Area Chiang Mai, is seeking to recruit a temporary employee for an English teacher (Foreign Teacher 1 position). This recruitment is under the Order of the Office of the Basic Education Commission No. 1120/2560 regarding the delegation of authority related to temporary employees, dated July 24, 2017. The recruitment details are as follows:

#### **1. Position:**

- Temporary Teacher (Foreign teacher) responsible for teaching English – 1 position available.
- Salary: 24,000 Baht (Twenty-Four Thousand Baht only) per month

#### **2. Qualifications of Applicants:**

- A native English speaker or a citizen of a country where English is an official language.
- Able to teach English.
- Must hold a Bachelor's Degree or equivalent in English teaching or a related field of education.
- Must possess valid identification documents such as a passport or an ID card.
- Must have a personality and behavior suitable for the teaching profession and be able to comply with school regulations.
- Must be able to teach according to the school's schedule and perform duties as assigned.

#### **3. Required Documents for Application:**

1. Application Form – available at Lakhon Luang Meeting Room, Maechaem School, or download from the school website: [www.maechaem.ac.th](http://www.maechaem.ac.th)
2. One recent (within 6 months) passport-sized photo (2 x 2.5 inches), front view, no hat, no glasses, formal attire – 1 copy.
3. One certified copy of the degree certificate.
4. One certified copy of the passport.
5. One certified copy of the identification card.
6. One certified copy of the name change certificate (if applicable).
7. One certified copy of the marriage certificate (if applicable).

8. A medical certificate issued within the last 1 month stating that the applicant is free from diseases prohibited by the Civil Service Commission Regulation No.16

#### **4. Application Date, Time, and Venue**

Applications will be accepted from April 4, 2025, to April 18, 2025, from 08:30 AM to 04:30 PM (excluding public holidays) at Lakhon Luang Meeting Room, Mae Chaem School, Mae Chaem District, Chiang Mai Province.

For inquiries, please contact 053-485104 or download the application form from the school's website at [www.maechaem.ac.th](http://www.maechaem.ac.th).

Applicants may also submit their application via email at [info@maechaem.ac.th](mailto:info@maechaem.ac.th).

#### **5. Announcement of Eligible Candidates**

The list of eligible candidates for the selection process will be announced on April 18, 2025, through the Maechaem School Facebook page and via phone notification.

#### **6. Selection Process and Result Announcement**

The selection process will include a written exam, an interview, and a teaching demonstration on April 21, 2025, from 09:00 AM to 12:00 PM at the Multimedia Room, Maechaem School, Mae Chaem District, Chiang Mai Province.

The results will be announced on the same day at 5:00 PM via the school's Facebook page or phone.

Announced on April 4, 2025



(Mr. Perk Pongthai)

Director of Maechaem School

**Application Form**  
**For the selection of a temporary Foreign Teacher**  
**Maechaem School, Mae Chaem District, Chiang Mai Province**  
**Secondary Educational Service Area Chiang Mai**

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1. First Name: ..... Surname: .....  
Nationality:..... Religion..... Marital Status: .....
2. Date of Birth:..... Month:..... Year:.....  
Age:.....years old
3. Passport/Identification Number:..... Place of Issue: .....  
Date of Issue:..... Month:..... Year:.....  
Expiry Date:.....Month:..... Year:.....
4. Permanent Address:..... Village No.: ..... Road:.....  
Sub-district:.....District:.....Province:.....  
Contact Number:.....
5. Current Address:.....House No.: ..... Village No.: .....  
Road:..... Sub-district:.....  
District:.....Province:.....  
Contact Number: .....
6. Mailing Address (within postal delivery area): .....  
House No.: ..... Village No.: ..... Road: .....  
Sub-district:.....District:.....Province:.....  
Postal Code: .....
7. Highest Educational Qualification: .....  
Degree Awarded: .....
8. Attached Documents (with certified true copies):  
Total of ..... certified copies, as follows:  
( ) Copy of Degree Certificate (1 set)  
( ) Copy of Passport (1 set)  
( ) Copy of Identification Card (if applicable) (1 set)  
( ) Copy of Name Change Certificate (if any) (1 set)  
( ) Copy of Marriage Certificate (if any) (1 set)  
( ) Medical Certificate issued within the last month (1 set)  
( ) Other Documents (Please specify): .....

I hereby certify that all information provided above is true. If any information provided is found to be false or inaccurate, I understand that this application may result in immediate termination of employment.

(Signature) ..... Applicant  
(.....)

**Application Officer's Record**

The applicant's qualifications and supporting documents have been preliminarily reviewed and found that:

- ( ) All documents are complete and correct.
- ( ) Incomplete documents as follows:

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(Signature) .....  
(.....)  
Position.....  
Date.....Month.....Year.....

**Qualification Review Officer's Comments**

- ( ) The applicant meets all qualifications as specified in the recruitment announcement.
- ( ) The applicant is not qualified due to:

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(Signature) .....  
(.....)  
Position.....  
Date.....Month.....Year.....