

## 2020 Recruitment of part-time ALT (Assistant Language Teacher)

<b>Job title</b>	ALT (Assistant Language Teacher)
<b>period of employment</b>	One year : From April 1st 2020 to March 31st 2021
<b>Working conditions</b>	ALT's standard schedule is from Monday to Friday except National holidays. Working hours are between 8:15~16:45 ( 6 hours per day) * Standard working hours are from 8:30 am to 2:30 pm.
<b>Description of job duties</b>	ALTs follow instructions of the school principal and conduct the following: (1) Assistance of English class in elementary school or junior high school (2) Assistance of English conversational learning and international understanding education in elementary and junior high school (3) Cooperation in English speech contest and creating teaching materials. (4) Assistance of English seminar for the Japanese teachers. (5) Cooperation in extracurricular activities. (6) Cooperation in international exchange activities in the area. (7) Other duties that the school principal finds necessary.
<b>Working location</b>	Ishigaki-City Public elementary schools, junior high schools and office work
<b>Vacation</b>	10 days Paid leave and 2 days Sick leave
<b>Payment</b>	¥179,380 yen/month , Bonus pay
<b>Travel expenses</b>	If over 2 km one way
<b>Insurance</b>	National health insurance, welfare pension and employment insurance will be provided
<b>Requirements</b>	(1) English as mother tongue or second native language or equivalent language competence. (2) Speak basic Japanese. (3) Teaching experience (4) basic computer skills (5) driver's licence
<b>Number of positions</b>	a few
<b>Application method</b>	Fill in the CV form on the website and submit it to the board of education, school education division with the required documents attached.
<b>Application period</b>	From February 10 until sufficient personnel is hired.
<b>Required Documents</b>	CV form , copy of certificate of qualification and a letter of Hello Work
<b>Other</b>	(1) We will inform the interview date after first screening . (2)We need to check residence card for foreign nationals

●Inquiry : Ishigki-City board of education School education division

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●Person in charge : Miyuki Nakachi