



Announcement from Faculty of Liberal Arts and Science, Nakhon Phanom University  
Subject: Recruitment for the purpose of the competitive examination and application to be  
appointed as a contract employee

Position: English Instructor

\*\*\*\*\*

The Faculty of Liberal Arts and Science, Nakhon Phanom University announces a competition for the position of contract employee in the academic field of Foreign English Lecturer, and announces the active competitive recruitment of candidates for this position concluding in the appointment as Foreign Contractor (Employee).

**1. Position in the competitive examination for appointment**

Positions and qualifications for admission to competitive examination for appointment appear in details below and are included as part of this announcement.

**2. Qualifications of eligible applicants**

2.1 Candidates for the competition must have general qualifications and no prohibited characteristics under Section 7 of the Civil Service Regulations Act in Institution of Education, B.E. 2547.

2.2 Having qualifications as specified in the position details and qualifications on 2.1

2.3 Must have graduated at the required level for application for examinations before November 7<sup>th</sup>, 2019 only.

Therefore, applicants must examine qualifications according to the announcement and certify themselves as a person who has the necessary general qualification and specific qualifications for the position, according to the admissions announcement. Accordingly, if it appears any applicant has uncompleted or incorrect or unsatisfactory qualifications, applicants will be considered unqualified for application and will not have the right to interview nor appointment to the position.

**3. Date, time and place of application**

The applicant that wishes to apply for the competitive examination may apply in person at the Faculty of Arts and Science, Nakhon Phanom University, from November 7<sup>th</sup>, 2019 to November 29<sup>th</sup>, 2019 (except public holidays) or by sending the application by Post including evidence of mailing to: English Department of the Faculty of Arts and Science Nakhon Phanom University, 167 Moo 8, Na Rat Khwai Subdistrict, Mueang District, Nakhon Phanom Province, 48000 Thailand, or by e-mail : phattanaphong\_ti@hotmail.com

#### **4. Required documents and evidence that must be submitted for application**

4.1 A copy of qualification certificate or diploma

4.2 A copy of the study report (Transcript)

4.3 A copy of graduation certificate

4.4 A copy of house particulars. (certificate of residence)

4.5 A Copy of identification card or passport

4.6 A medical certificate with validity of 30 days or more.

4.7 Three (3) straight face photos, not wearing a hat and not wearing black glasses, size 3x4 cm, which has been taken in the last 6 months.

4.8 Any copies of Certificates of participation in activities from educational institutions and or experience certificates, in the case of having passed other work prior, and or evidence showing that there is knowledge and ability that will be beneficial to the consideration (if any)

4.9 A Copy of other evidences such as marriage registration, important letter of name change or surname (if any).

In every copy of the evidence let the applicant certified true copy.

#### **5. Eligible candidates for the competitive examination**

Faculty of Arts and Science Nakhon Phanom University will announce the list of eligible candidates to take the examination on December 2<sup>nd</sup>, 2019 at the Office of the Dean of the Faculty of Arts and Science, Nakhon Phanom University, or candidates may check the list of eligible candidates for the exam at: <http://flas.npu.ac.th/web> and [www.npu.ac.th](http://www.npu.ac.th)

**Ineligible Candidates** for the Faculty of Arts and Sciences Nakhon Phanom University will be announced as persons without the right to take the competitive examination consisting of:

5.1 Lack of qualifications or having prohibited characteristics under the items 2

5.2 There is no copy of qualification at the recruitment level.

5.3 There is no evidence of payment of application fees.

#### **6. Application fee**

6.1 Examination fees for all positions, 100 baht

6.2 Payment of application fees may be made at the Faculty of Liberal Arts and Science Nakhon Phanom University or through Krung Thai Bank, Nakhon Phanom branch, Account number: 408-0-59100-4, Account name: Phatthanaphong Tira within November 29<sup>th</sup>, 2019

#### **7. Date, time and place of the competition**

The Faculty of Arts and Science, Nakhon Phanom University; will announce the date, time and place of the competition for successful applicants. Specified in the announcement will be the

list of eligible candidates posted at the Faculty of Arts and Science Announcement, Nakhon Phanom University or candidates may check the list at: <http://flas.npu.ac.th/web> and [www.npu.ac.th](http://www.npu.ac.th)

#### **8. Judging criteria**

8.1 passed the interview criteria

8.2 Passed the criteria for teaching practice

#### **9. Appointment**

Those who pass the competitive examination shall report themselves according to the date, time, and place so specified in the competition results announcement.

#### **10. Regulations regarding competition examination**

10.1 The contestant must be dressed appropriately in “casual dressy” style.

10.2 The contestant must bring an ID card or passport on the test day.

10.3 The contestants must report to the designated place of competition 15 minutes prior to the start.

10.4 The contestant must arrive prepared with stationery and other equipment that will be used in the interview and teaching demonstration of about 20 minutes.

**11. To consider the results of the competitive examination depending on the power and the discretion of the competitive examination committee.**

Announced on November 7<sup>th</sup>, 2019



(Dr. Worawut Inthanon)

Dean of Faculty of Liberal Arts and Science

Nakhon Phanom University

## **Detailed Job, Duty and Compensation Package Outline for the Position of English Instructor**

Attached to the announcement of the competitive examination application for appointed as a contract employee in the position of English Instructor, compensation in the form of a monthly salary of 21,620. baht, plus an accommodation allowance of 8,000. baht shall be paid, all inclusive.

Faculty of Liberal Arts and Science, Nakhon Phanom University is looking for a candidate who is an enthusiastic and qualified instructor for Bachelor of Arts Program in English, for the Faculty of Liberal Arts and Science, Nakhon Phanom University

### **Responsibilities:**

- Teaching, training and handling other duties as assigned.

### **Application Date:**

- From November 7<sup>th</sup>, 2019 - November 29<sup>th</sup>, 2019

### **Qualifications:**

- Native speakers and Non-native speakers
- Native speakers need Bachelor Degree or higher in English and any related fields from accredited educational
- Non-native speakers need Master Degree or higher in English and any related fields from accredited educational institutions by the Office of the Civil Service Commission.
- Academic publications and experiences in teaching English will be an advantage
- Love of teaching, good personality and excellent interpersonal skills.

### **To apply:**

Please send an application form, a CV, copies of all transcripts and degree diplomas, and a passport photo to the address below.

### **Mr. Phattanaphong Tira (Head of English Department)**

Faculty of Liberal Arts and Science, Nakhon Phanom University  
167 Moo 8 Ban Noen Sa-at, Na Rat Khwai, Mueang Nakhon Phanom, Nakhon Phanom, 48000  
Thailand, E-mail Address: phattanaphong\_ti@hotmail.com



## Nakhon Phanom University Teacher Application Form

## 1. Personal Information

Name (Mr./Mrs./Ms.) _____	Position _____ Position no. _____ Faculty/Office _____
Address _____ _____	Date of Birth _____ Age _____ _____
Mobile no. _____	Place of Birth _____ Nationality _____ _____
Passport no. _____	Marital Status _____ Citizenship _____ _____
Issuing Authority _____	Military Service _____ Religion _____ _____
Date of issue _____	
Date of expiry _____	
E-mail : _____	

## 2. Educational and Training Qualification

Period of Education		Name of the Institutions	Course Studied
From	To		

## 3. Employment Information

Year		Name and Address of your previous employment	Positions/ Responsibilities	Salary	Reasons for leaving
From	To				

4. Experiences and Other Skills

---



---



---

5. I have complete qualifications as stated in the recruitment announcement of Nakhon Phanom University.

I certify that my answers and evidences are accurate and authentic. I understand that any incorrect, incomplete, or false statement of information furnished by me will be considered as just cause for rejection of this application or dismissal from employment.

\_\_\_\_\_ Applicant's Signature  
 ( \_\_\_\_\_ )  
 Date : \_\_\_\_\_

( ) Complete Documents ( ) Any problems  
 \_\_\_\_\_  
 \_\_\_\_\_ Officer's signature  
 Date : \_\_\_\_\_

Finance department received application fees \_\_\_ THB  
 According to a receipt no. : \_\_\_\_\_ Book : \_\_\_\_\_  
 \_\_\_\_\_ Officer's signature  
 Date : \_\_\_\_\_

<p>Nakhon Phanom Teacher Applicant Admission Card</p> <p>Applicant's no. : _____</p> <p>Position : _____</p> <p>Position no.: _____</p> <p>Name : _____</p> <div style="border: 1px solid black; width: 100px; height: 100px; margin: 10px auto; text-align: center;"> <p>Photo (3x4) cm</p> </div> <p>_____</p> <p>Applicant's Signature ( _____ )</p> <p style="text-align: center;">Issuing Officer's Signature</p> <p>1. Please show this card every time you take the test.          2. The person who cheats in an exam will be all subjects disqualification.</p>	<p>Nakhon Phanom Teacher Applicant Admission Card</p> <p>Applicant's no. : _____</p> <p>Position : _____</p> <p>Position no.: _____</p> <p>Name : _____</p> <div style="border: 1px solid black; width: 100px; height: 100px; margin: 10px auto; text-align: center;"> <p>Photo (3x4) cm</p> </div> <p>_____</p> <p>Applicant's Signature ( _____ )</p> <p style="text-align: center;">Issuing Officer's Signature</p> <p>1. Please show this card every time you take the test.          2. The person who cheats in an exam will be all subjects disqualification.</p>
--	--