



Announcement from Faculty of Liberal Arts and Science, Nakhon Phanom University

Subject: Recruitment for competitive examination and appointment as a contract employee

Position: English Lecturer

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

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

Qualification for admission to the competitive examination is detailed below.

**2. Qualifications of eligible applicants**

2.1 Having qualifications as specified in the position details and qualifications on 1

2.2 Having graduated at the required level before **1<sup>st</sup> February, 2023** to apply.

Therefore, applicants must examine these prerequisites and certify themselves as eligible. Accordingly, if it appears that any applicant has incomplete, incorrect, or unsatisfactory qualifications, applicants will be declared unqualified and will not have the right to be considered for 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 **1<sup>st</sup> February, 2023 to 15<sup>th</sup> March, 2023** (except public holidays) or by sending the application by Post, including evidence of mailing to the 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@npu.ac.th

**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 the 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 a validity of issuing no more than 30 days

4.7 Three (3) passport-like photos-- not wearing a hat and not wearing black glasses; size 3x4 cm and taken within six months.

4.8 Any copies of certificates of participation in activities from educational institutions. Any certificates of other academic experience. In the case of having passed other academic work, any evidence which shows that there is knowledge and ability relevant to being an English Lecturer.

4.9 A copy of other evidence such as marriage registration, letter of name change, or surname (if any).

Every copy of an original document should be certified as a true copy.

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

The Faculty of Arts and Science, Nakhon Phanom University will announce the list of eligible candidates to take the examination on **20<sup>th</sup> March, 2023** 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 possibly due to:

5.1 Lack of qualifications or having prohibited characteristics under Item 2.

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

5.3 There is no evidence of payment of the application fee.

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

6.1 Examination fees for all positions, 100 baht

6.2 Payment of the application fee 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: Phattanaphong Tira, within 15<sup>th</sup> March, 2023.**

#### **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 specified in the competition results announcement.

**10. Regulations regarding competition examination**

10.1 Candidates must be dressed appropriately in a casual business style.

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

10.3 Candidates must report to the designated place of competition 15 minutes before the start.

10.4 Candidates must arrive fully prepared for the interview (10 minutes) and teaching demonstration (10 minutes). Materials and equipment for the teaching demonstration are the responsibility of the candidate.

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

Announced on 1<sup>st</sup> February, 2023.

*W. inthanon*

(Assistant Professor 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 appointment 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 the 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 1<sup>st</sup> February, 2023 to 15<sup>th</sup> March, 2023.

### **Qualifications:**

#### **Qualifications:**

- Native Speakers of English, American, Canadian, Australian, New Zealand, etc., must hold a bachelor's degree or higher in English or other fields at an institution accredited by the Civil Service Commission.

- In the case of non-native speakers of English, they must hold a bachelor's degree or higher in English or other fields at an institution by the Civil Service Commission certified and applicants must have English test results as specified by Nakhon Phanom University as follows: TOEFL (Paper Based) score not less than 550, TOEFL (Internet Based) score not less than 80, IELTS (Academic Module) score not less than 6.5, TOEIC scores not less than 750 points, and CU-TEP scores not less than 75 points, and test scores must not exceed 2 years. (In case of applicants do not have English test results according to the specified criteria can extend the deadline for submitting English results within 6 months while teaching at Nakhon Phanom University.)

- If there are academic publications and experience teaching English will be given special consideration.

- Love of teaching, good personality and excellent interpersonal skills.

### **To apply:**

Please send the application form, CV, copies of all transcripts and diplomas, and a passport photo for Thailand 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@npu.ac.th

## Nakhon Phanom University Teacher Application Form

### 1. Personal Information

Name (Mr./Mrs./Ms.) _____  Address _____ _____  Mobile no. _____ Passport no. _____ Issuing Authority _____ Date of issue _____ Date of expiry _____	Position _____ Position no. _____ Faculty/Office _____  Date of Birth _____ Age _____  Place of Birth _____ Nationality _____  Marital Status _____ Citizenship _____  Military Service _____ Religion _____
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### 2. Educational and Training Qualification

Period of Education		Name of the Institution	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

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

I certify that my answers and credentials are accurate and authentic. I understand that any incorrect, incomplete, or false 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; padding: 5px;"> <i>Photo</i> (3x4) cm         </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 subject to 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; padding: 5px;"> <i>Photo</i> (3x4) cm         </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 subject to disqualification.</p>
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