



Address: CIS Building, Inside **Clara Town**, Bushrod Island, Monrovia, Liberia
Email: cisliberia@yahoo.com

Job Vacancy

Applications for 2020/2021 Academic Year

Nursery – Primary Classroom Teachers (Males/Females)

Deadline: December 19, 2020

Reports to: **Head of Classroom Teacher**

Deadline: **Saturday, December 19, 2020**

Job Description - Principal Job Duties and Responsibilities

- Teach subjects of specialization; manage and implement institutional curriculum;
- Administer teaching functions in the institution including the evaluation of curriculum delivery;
- Ensure maintenance of high standards of discipline by students;
- To accurately record and maintain student records in accordance with the policies and procedures

Qualification: High School Graduates or High School Graduates with A/B/C Teaching Certificate.

Work Experience: Minimum of one **(1) year** or above.

Preferable Qualities/Competencies:

- Team player, positive attitude, and successful track record in the elementary setting.
- Experience in the development of comprehensive systems of academic and social-emotional learning and supports.
- Strong academic, communication, and professional learning skills.
- Experience working with culturally, socially, and economically diverse student/parent populations.
- Experience knowledge in Computer Microsoft Word, etc.

Interested candidates should send their application letter and CV to this electronic email address:

cisliberia@yahoo.com