



Thepsatri Rajabhat University Announcement  
Title: Contract Foreign Employee Recruitment under  
Faculty of Humanities and Social Sciences 2/2022

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Thepsatri Rajabhat University is recruiting a contract foreign employee under the Faculty of Humanities and Social Sciences 2/2022.

By the virtue under Sections 27 and 31 of Rajabhat University Act, 2004, the university is recruiting a contract foreign employee under the Faculty of Humanities and Social Sciences in accordance with the details and qualifications as follows:

**1. Position and Salary**

1.1 One English instructor in Department of English

1.2 Salary (20,780 baht/month) and housing allowance (8,000 baht/month)

**2. General and Specific qualification of the eligible applicant**

2.1 Applicants can be native English speaker or non-English native speaker (except Thai).

2.2 Applicants must hold a master or doctoral degree majoring in English, English Language Teaching, English Studies or related subject to English language such as Translation, Linguistics or Literature.

2.3 Applicants must have at least one year of teaching experience or pass any pedagogical training from accredited university or institution.

2.4 In case of the applicants who are not an English native speaker, the applicants must submit a certificate/proof of English proficiency test scores according to the announcement from Thepsatri Rajabhat University issued on 28<sup>th</sup> June 2021.

|           |               |      |
|-----------|---------------|------|
| TOEIC     | not less than | 650  |
| TOEFL ITP | not less than | 550  |
| TOEFL CBT | not less than | 183  |
| TOEFL IBT | not less than | 70   |
| IELTS     | not less than | 6.00 |

2.5 Applicants must work within the official time (08.30 to 16.30).

### **3. Recruitment**

3.1 Applicants must strictly study the announcement, download and submit the application form via post office, public express company or email: [personnel@lawasri.tru.ac.th](mailto:personnel@lawasri.tru.ac.th) from 20<sup>th</sup> June – 8<sup>th</sup> July 2022. The university will adhere to the date stated in a bill of lading within 8<sup>th</sup> July 2022.

#### **3.2 Documents and related evidence**

Applicants must submit application form and required documents with “certified true copy” together with name and dates signed on every page of documents.

(1) Completely filled application form and a one-inch recent photograph without eyeglasses or a hat which was not taken more than six months prior to application date

(2) One copy of the official degree certificate and transcript of record (from bachelor/master/doctorate)

(3) One copy of English Proficiency Test certificate (if the applicant is not an English native speaker)

(4) One copy of passport

(5) One health certificate

(6) One certificate of name change or marriage (if applicant’s name does not match with other related documents)

(7) Any other documents related to applicant’s teaching experiences

### **4. Recruitment Condition**

4.1 Applicants are responsible for verifying and certifying themselves that they meet the general and specific qualification stated in this announcement. Applicants must fill in the application form by themselves. In case of any mistakes occurring from the applicants or false statements, the application form will not be taken into consideration.

4.2 Applicants are responsible for following up any announcements related to this recruitment from committee or university

### **5. Announcement of candidate for selection**

The university will announce the list of candidates on 18<sup>th</sup> July 2022 at the Office of Human Resources, Floor 5, Presidential Building, Thepsatri Rajabhat University or <http://www.tru.ac.th>

## 6. Date and Time for Selection

The university will proceed the candidate's examination on 22<sup>th</sup> July 2022.  
(Time and place of examination will be announced together with list of candidates)

## 7. Examination

Teaching demonstration and interview (online) 100 points

## 8. Decision criteria

Candidates must receive at least 60% from the overall points.

## 9. Announcement of final decision

9.1 The candidates will be sorted from the highest to lowest score respectively. In case of the candidates with the same scores, the application number will be sorted instead.

9.2 If there is new recruitment announcement in which the prior candidate record of final decision is not due, the new recruitment announcement will be used instead.

The university will announce the name of the successful candidate on 25<sup>th</sup> July 2022 at the Office of Human Resources, Floor 5, Presidential Building, Thepsatri Rajabhat University or on <http://www.tru.ac.th>. The record of final recruitment decision will be officially canceled within 1 year starting from the date of announcement.

## 10. Employment process for successful candidate

The successful candidate will be assigned to the position and receive a salary according to the specific qualification stated in the announcement. If false qualifications and statements occurred, the university would terminate the employment process, and any requests or rights from the candidate will be terminated.

The successful candidate must report on duty and make an employee contract at Language Center and International Relations Affairs, Building 19, Thepsatri Rajabhat University on 1<sup>st</sup> August 2022.

Announced on 20<sup>th</sup> June 2022



(Asst. Prof. Dr. Kanya Barndt)

Acting President, Thepsatri Rajabhat University

No. 796/2022

Schedule for Temporary Foreign Employee Recruitment  
under the Faculty of Humanities and Social Sciences 2/2022

| Date                                              | Description                                                                | Palaces                                                                                                                                               |
|---------------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| 20 <sup>th</sup> June – 8 <sup>th</sup> July 2022 | Recruitment                                                                | Post office, public express company or email:<br>personnel@lawasri.tru.ac.th                                                                          |
| 18 <sup>th</sup> July 2022                        | Announcement of candidate for selection                                    | Office of Human Resources, Floor 5, Presidential Building, Thepsatri Rajabhat University or <a href="http://www.tru.ac.th">http://www.tru.ac.th</a> . |
| 22 <sup>th</sup> July 2022                        | Candidate's examination for selection                                      | (Time and place of examination will be announced with list of candidates)                                                                             |
| 25 <sup>th</sup> July 2022                        | Successful candidate and record of final recruitment decision announcement | Office of Human Resources, Floor 5, Presidential Building, Thepsatri Rajabhat University or <a href="http://www.tru.ac.th">http://www.tru.ac.th</a> . |
| 1 <sup>st</sup> August 2022                       | Reporting on duty and making an employee contract                          | Language Center and International Relations Affairs, Building 19, Thepsatri Rajabhat University                                                       |





THEPSATRI RAJABHAT UNIVERSITY, THAILAND

APPLICATION FORM

PHOTO

Taken within  
the last 6  
months

PERSONAL DATA

First name ☐ Mr. ☐ Mrs. ☐ Miss ..... Middle Name.....Last name .....

Date of Birth (day/month/year) ..... / ..... / ..... Age ..... Nationality .....

Place of Birth ..... Marital Status .....

Passport No. .... Issued at ..... Date of Issue ..... Expiry Date .....

Current Address .....  
(House no., Street no., City/Town, and Postal Code)

Tel. .... Mobile ..... E-mail .....

Position Sought .....

EDUCATION & TRAINING

| Name & Location of Institute |  | Date |    | Qualification & Specialization |
|------------------------------|--|------|----|--------------------------------|
|                              |  | From | To |                                |
| Secondary                    |  |      |    |                                |
|                              |  |      |    |                                |
| University (ies)             |  |      |    |                                |
|                              |  |      |    |                                |
| Others<br>(Trainings)        |  |      |    |                                |
|                              |  |      |    |                                |

EMPLOYMENT RECORD

| Position - Title | Workplace | Date |    | Reason for Leaving |
|------------------|-----------|------|----|--------------------|
|                  |           | From | To |                    |
|                  |           |      |    |                    |
|                  |           |      |    |                    |
|                  |           |      |    |                    |
|                  |           |      |    |                    |

SPECIAL SKILLS & OTHER ABILITIES

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.....  
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REFERENCE PERSON

Name of Local Guarantor ..... Relationship .....

Address ..... Tel: .....

Name of Guarantor in Thailand ..... Relationship .....

Address ..... Tel: .....

I certify that the statements in this application form are true and correct.

Signature .....

(.....)

Date ..... / ..... / .....

\*All information will be kept strictly confidential