



Thepsatri Rajabhat University Announcement

Title: Contract Foreign Employee Recruitment under Faculty of Humanities and Social Sciences 2/2023

Thepsatri Rajabhat University is recruiting a contract foreign employee under the Faculty of Humanities and Social Sciences 2/2023.

By the virtue under Section 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 Two English instructors 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 Applicant is a native English speaker from a country that English is spoken as a first language includes The United Kingdom, The United States of America, Canada, Australia or New Zealand and must hold a Master's Degree in any field or

2.2 Applicant is a non-English native speaker that English is spoken as a second language includes The Philippines, Singapore, Malaysia, or other countries and must hold a Master's Degree in English Language Teaching or related field in English or graduated in an international program.

2.3 Applicants who has certificate in TESOL (Teaching English to Speaker of Other Language) is preferable.

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 from 1st – 15th December 2023. The university will adhere to the date stated in a bill of lading within 15th December 2023.

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 TESOL Certificate (Teaching English to Speaker of Other Language) (If any)

(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 20th December 2023 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 28th December 2023. (Time and place of examination will be announced together with list of candidates)

7. Examination

Teaching demonstration and interview 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 2nd January 2024 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 1st February 2024.

Announced on 23rd November 2023



(Asst. Prof. Dr. Kanya Barndt)

President

Thepsatri Rajabhat University

No. 1856/2023

Schedule for Temporary Foreign Employee Recruitment
under the Faculty of Humanities and Social Sciences 2/2023

Date	Description	Palaces
1 st – 15 th December 2023	Recruitment	Post office, public express company or email: personnel@lawasri.tru.ac.th
20 th December 2023	Announcement of candidate for selection	Office of Human Resources, Floor 5, Presidential Building, Thepsatri Rajabhat University or http://www.tru.ac.th .
28 th December 2023.	Candidate's examination for selection	(Time and place of examination will be announced with list of candidates)
2 nd January 2024	Successful candidate and record of final recruitment decision announcement	Office of Human Resources, Floor 5, Presidential Building, Thepsatri Rajabhat University or http://www.tru.ac.th .
1 rd February 2024	Reporting on duty and making an employee contract at 08.30 a.m.	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 (Trainings)			

EMPLOYMENT RECORD

Position - Title	Workplace	Date		Reason for Leaving
		From	To	

SPECIAL SKILLS & OTHER ABILITIES

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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