

# VACANCY ANNOUNCEMENT



A loving home for every child

SOS Children's Villages Nepal is an independent, non-governmental social development organization. We provide a caring family environment for the development of those children who have lost their parents and /or who are at risk of losing parental care. To impart quality care to our children and youths, and to integrate them in society, we are looking for energetic, young and dedicated candidates for full time appointment to work at **SOS Hermann Gmeiner Secondary School Pokhara** (Tibetan Project). We offer a secure, friendly work environment; and are committed to safeguarding the child rights.

## Job Position/s:

### **1. Business Studies & Accountancy Teacher (PGT) - (1)**

**Educational Qualification:** MBS/M.Com/MBA (*Must be Proficient in written and spoken English*)

### **2. English Language Teacher (PGT) – (1)**

**Educational Qualification:** MA/M.Ed. in English

## OTHER QUALIFICATIONS:

- Preference will be given to candidates having B.Ed. with teaching experience
- Computer literate with sound knowledge of MS office application
- Excellent interpersonal skills with positive attitude.
- Natural ability for positive handling of children and child safety

## RESPONSIBILITIES:

The right candidate must possess thorough knowledge of the subject/s. S/he must demonstrate skills and abilities in planning, teaching, and general classroom management and supervision with special emphasis on real world and skill based learning. The candidate must display ability to identify and select different instructional resources and methods to meet students' varying needs. S/he plans and implements a learning curriculum, which includes activities for students that stress physical, social, and emotional growth. Be able to mark and monitor the work of the students and set targets for progress. S/he prepares materials and classrooms for class activities and conducts all activities in a safe, organized, and productive manner. S/he is responsible for Monitoring, Assessment, Recording, Reporting and Curriculum Development, and is ready to implement school systems and policies in working with students, student records, parents, and colleagues.

## BASIC SALARY & BENEFITS:

SOS Children's Villages Nepal offers a competitive remuneration package, including Provident Fund, Contributory Gratuity Fund at Citizen Investment Trust and other benefits as per the rules and regulation of the organization.

Interested candidates are requested to apply with a cover letter, updated resume, copies of academic certificates and a recent passport size photo by **Sunday, August 20, 2017** (*Before 2:00p.m.*).

**The Principal**  
**SOS Hermann Gmeiner Secondary School Pokhara**

Pokhara-17, Kaski  
Post Box: 212  
Pokhara, Nepal  
Or,

Email: [hgs.pokhara@sosnepal.org.np](mailto:hgs.pokhara@sosnepal.org.np) | Phone: 061-463307/461912

*Only short listed candidates will be called for the further selection processes. Suitable candidates are highly encouraged to apply. The school reserves the right to reject any or all the applications without assigning any reason whatsoever.*