

# Job application form

(Scheduled to be adopted in 2025)

English

School Name	St. Viator Rakusei Junior and Senior High School		Founding	Opened in April 1952		Where to submit documents	33 Minamimachi, Komatsubara, Kita-ku Kyoto 603-8342 JAPAN Rakusei Junior and Senior High School Recruitment Office						
Contact Information	33 Minamimachi, Komatsubara, Kita-ku Kyoto 603-8342 JAPAN		School details	Catholic mission Boys' private junior high school and High school (full-time general course)									
Principal	Megumi Oda					Person in charge		General manager : Takashi Minamide Clerk : Eri Ogimoto Tel.075-466-0001 Fax.075-466-0777 Email. recruit@rakusei.ac.jp					
Employment conditions	Number of recruits	1-2 people		Conditions and Remuneration	According to regulations								
	Job type	English native teacher (Full-time lecturer or Part-time lecturer) ※ For full-time instructors, includes a 1-year probationary period ※ 5-15 hours per week for part-time instructors											
	Qualifications	<ol style="list-style-type: none"> <li>1. Native English speaker</li> <li>2. Majored in English-related subjects at a university, etc., or TESOL / it is desirable to have a qualification such as CELTA.</li> <li>3. Having experience teaching classes at a Japanese junior high school or high school is desirable.</li> <li>4. Having Japanese Language Proficiency Test Level 3 or equivalent is desirable.</li> </ol>											
	Start Date	April 1st, 2025											
	Location	Rakusei Junior and Senior High School							Social Insurance	Private School Mutual Aid / Industrial Accident / Employment Insurance			
	Working hours	According to regulations											
Recruitment test	Applicant Screening Process	First stage : Applicant document screening Second stage : Subject selection Third stage : Board selection		Documents to be submitted	<ol style="list-style-type: none"> <li>1. Curriculum vitae (Photo attached) ※ Please refer to our official school website.</li> <li>2. University (Graduate School) transcript</li> <li>3. University (Graduate School) graduation certificate</li> <li>4. Other eligibility documents</li> </ol> ※ Application documents will not be returned.								
	Application method	Each person submits the application along with the required documents (postal accepted)											
	Deadline	Must arrive by Monday, September 30, 2024											
	Test day	Second stage : Date and time will be announced later Third stage : Date and time will be announced later											
	Testing location	Rakusei Junior and Senior High School											