

# 臺北市南港區東新國民小學

## Taipei Municipal Dong Xin Elementary School

### 115 學年度(2026-2027)英語情境中心外籍英語教師甄選簡章

#### Application Instruction for English Village Foreign English Teacher

##### 一. 依據 Basis

教師法、教育人員任用條例等相關法令規章辦理。The Teachers' Act, the Act Governing the Appointment of Educators, and other relevant Acts or Regulations.

##### 二. 工作內容 Job Description

1. **外籍英語教師 Foreign English teacher**：正取 2 名，備取若干名，聘期自 115 年 8 月 2 日起至 116 年 7 月 31 日止。Two candidates will be formally appointed, with additional candidates placed on a waitlist as alternates in the event that an offer is declined. The employment period will begin on August 2<sup>nd</sup>, 2026, and end on July 31<sup>st</sup>, 2027.
2. **每週授課節數**:至多 20 節，以英語課程、英語體驗活動、協助推展英語學習活動、外校巡迴服務等為主，並需參加學校教學研究會議及活動，接受學校彈性配課，完成交付任務。  
The number of classes shall not exceed twenty (20) periods per week, each lasting forty (40) minutes. The main focus will be on English language acquisition, emphasizing activity-based learning. The teacher must attend all intra- and inter-school teaching activities and meetings, if any, assist in organizing English learning activities, and perform duties assigned by the school and Taipei City Government.
3. **待遇 Salary**: 依臺北市政府教育局引進外職英語教學人員計畫附錄 B 「外職英語教師待遇標準表」支給。Refer to Appendix B of the contract, which contains the Table of Standard Salary Rates for Foreign English Teachers.

##### 三. 報名資格 Eligibility

1. **申請之外籍英語教師，其護照國籍之官方語言為英語。**

The official language of the nation (as the nationality shown on the passport) where the applicant is from must be English. Identification of the official language of a nation is issued by the Ministry of Foreign Affairs, Republic of China (Taiwan).

2. **已取得獲認可之大學學士學位或更高學歷。**

The applicant must hold a bachelor's degree or higher from an accredited university or college.

以教育部外國大學校院參考名冊查詢系統所列校院為限。The list of the accredited universities and colleges is based on the Database for the Reference List of Foreign Universities from the Ministry of Education, Republic of China (Taiwan) website ([list](#)).

學位如係以遠距教學方式取得者，依國外學歷採認辦法及大學遠距教學實施辦法，其修習遠距教學學分數不得超過畢業總學分二分之一。Distance learning courses shall not exceed one-half of the total course hours. (若學歷係屬於公告之 25 個國家核發者，須經我國駐外館處之驗證。

Should the degree originate from the 25 countries listed below, degree authentication by the R.O.C. embassies and missions in the degree issuing nation is required. These countries include Afghanistan, Algeria, Bangladesh, Bhutan, Myanmar, Cambodia, Cameroon, Cuba, Ghana, Iran, Iraq, Laos, Nepal, Niger, Nigeria, Pakistan, Senegal, Somalia, Sri Lanka, Syria, Philippines, Thailand, Vietnam, Malaysia, Indonesia, according to Lao-Dong-Fa-Guan N. 10805088081.)

### 3. 已取得政府核發之合格教師證書。

The applicant must hold a valid government-issued teaching license.

The license needs to be valid for the duration of the applicant's employment.

(若所持任教資格證明文件係屬於公告之 25 個國家核發者，須經我國駐外館處之驗證。Should the teaching license originate from the 25 countries listed above, license authentication by the R.O.C. embassies and missions in the issuing nation is required.)

### 4. 收件日前半年內申請之全國性無犯罪紀錄行為良好證明。

A criminal record certificate/police check issued within 6 months before submitting the application.

(若行為良好證明文件係屬於公告之 25 個國家作成者，須經我國駐外館處之驗證。Should the criminal record certificate/police check originate from the 25 countries listed above, authentication by the R.O.C. embassies and missions in the issuing nation is required.)

## 四. 甄選日期及方式

1. 日期 Date: Early June – By June 3

2. 方式 Interview process: 口試及教學演示 **Teaching demonstration and an oral panel interview**

#### **A: 教學演示 Teaching demonstration**

a. 時間 Duration: 15 minutes

b. 需以數位簡報輔助教學 The applicants should incorporate digital presentations or other materials, such as PowerPoint or Canva, to enhance and support the teaching during the demonstration.

#### **B: 口試 Oral panel interview**

a. 時間 Duration: 15 minutes

b. 內容 Grade Rubric:

1. 教學成果資料或教學檔案 50% Teaching performance and professionalism: 50%

2. 自我介紹及個人教育理念教學專業知能(20%) Self-introduction, teaching principles, and professional knowledge: 20%

3. 班級經營及工作態度 20% Classroom management and work ethic: 20%

4. 專長及其它特殊表現 10% Other qualifications, such as expertise in related fields: 10%

(Additionally, all applicants must submit their personal portfolios for review.)

## 五. 報名方式 The Application Process

1. 簡章索取: 請自行至本校網頁下載 Download and complete the application form by visiting our official website <http://www.thes.tp.edu.tw>

2. 報名時間 Deadline: By May 29

3. 報名地點 Contact Information: 台北市南港區東新國民小學(115001 台北市南港區興南街 62 號 No. 62, Xingnan St. Nangang Dist. Taipei City 11501 Taiwan)

4. 報名方式 Application Method: 掛號郵件報名或上班時間直接送件(上班時間直接送件者，請將所有報名文件備妥放入信封中交至本校人事室) Applicants can submit their applications via registered mail or deliver them in person to the Personnel Department.

## 六. 報名程序 Follow procedures

1. 繳交報名表乙份(如附件)及本人最近三個月內二吋半身脫帽正面照片 1 張(黏貼於報名表) Submit the application form with a recent mugshot. (See Appendix).

2. 連同報名表一起繳驗之相關文件證件如下:

Submit the required documents as follows with the application form:

(請備 A4 影印本各乙份，依序裝訂成冊備查 Format them to A4 size and staple all the documents.)

- a. 護照影本 A copy of the **passport**。
- b. 具中華民國(永久)居留證 A copy of the **APRC or ARC**  
(No submission is required if applied overseas.)。
- c. 教師證 A valid government-issued **teaching license or certificate**。
- d. 警察刑事紀錄證明書 A police clearance certificate (**criminal record certificate**)。
- e. 學、經歷證件 (最高學歷畢業證書、服務證明書及其他與教師資格有關之證件)。A copy of the **highest academic diploma** (e.g., university degree)
- f. 簡要自傳 Statement of Purpose  
A statement of purpose within 700-1500 words. The applicant may include the following aspects in the statement of purpose: your motivation for applying, your background, why you are a good fit for our positions, your career plan, any relevant research and industry experience, the objectives you wish to accomplish during your time in Taiwan, and your perspective and philosophy of teaching.
- g. 教學年資服務證明書 Proof of Teaching Experience  
工作經歷證明文件，應由原任職學校開立或足資證明其受僱事實之文件。  
The proof of work experience should be issued by your previous employers.

## 七. 錄取及聘用之注意事項 Successful Application Notification

### 1. 錄取公告 Notification of Admission

2026 年 6 月 03 日下午 18 時公告於本校網站 <http://www.thes.tp.edu.tw>

The names of successful applicants will be posted on the school website.

2. 經甄選獲本校錄取之教師應於本校通知日，於上班時間內至本校人事室辦理報到手續，逾期未報到者視同放棄，並由備取人員中依序遞補。The successful applicant must personally visit the Personnel Department on the specified date to confirm their teaching intention. Failure to appear will be considered as an indication of no interest in teaching at this school.
3. 報到時須繳交報名時所繳之證件正本，原服務學校同意離職證明書(非現職教師免)，否則取消聘任資格。Please provide the original copies of all documents specified in item VI. If you are currently employed at a school, kindly submit a resignation letter from your current institution as well.

## 八. 聘用 Hiring

1. 本校如發現錄取人員(含正取及備取)之檢附證件係為偽造、變造或不符合資格者，得隨時解聘並依法處理。The school reserves the right to terminate the applicant's or employee's employment immediately if any submitted documents are fraudulent.

## 九. 附則 Other

1. 錄取人員應聘後須配合簡章所列事宜，並須確實遵守本校有關規定，不得異議。The successful applicant must adhere to the Application Instructions and all school rules and regulations.
2. 錄取人員應依所通知時間辦理正式報到，並於 14 日內與本校合議訂定聘僱契約書，契約書範本詳如臺北市教育局引進外職英語人員教學計畫。The successful applicant must report to the Personnel Department on the specified date and sign the contract with the school within 14 days. Please refer to the contract attachment for further information.
3. 錄取人員繳驗各項證件，如有偽造不實或無法辦理敘薪者，縱因甄選前後未能發現而予錄取，一經查證屬實，應立即予以無條件解聘，不得異議。如涉及刑責，由應徵者自行負責，不得提出任何異議。Upon discovering any falsified document, the school shall terminate the employment immediately. Should the successful applicant be found to have violated the laws of Taiwan (ROC), the applicant shall take full legal responsibility. The schools shall not be obligated to assist the employee

- in handling the litigation process or any other relevant matter resulting from his or her unlawful act.
4. 錄取人員依學歷敘薪資。The salary of the successful applicant is based on his/her highest level of education.
  5. 錄取為本校代理教師應專任，非經學校同意不得在校外兼課、兼職。所授課程由學校視需要調整。Once the employment period starts, the successful applicant cannot engage in any part-time job without the prior consent of the school. If the school agrees to the successful applicant's engagement in any part-time job, the school will adjust the teaching hours accordingly.
  6. 代理教師於代理期滿或代理原因消失，即無條件解職(留職停薪或延病教師如提前復職，以其復職之前一日為代理期滿之日)，不得以任何理由請求留任或求助；如有違反教師法等相關規定，或未能勝任職務，經本校教評會通過，得隨時解除聘任，應即離職，不得要求繼續留任或任何補助。另聘期如因此未滿3個月，則待遇改依實際代理日數支給。Once the employment period expires or the reason for employment ceases to exist, the employment will be terminated without any further objection. The employee does not have the right to object or to appeal. If the Teachers Evaluation Committee of the school finds the employee in violation of the Teachers' Act or any relevant regulations, or determines that the employee is incapable of teaching, the employment will be terminated. The employee does not have the right to request an extension of employment or to any benefits or allowances. If the employment period becomes less than three months due to the aforementioned reasons, the salary will be recalculated based on the number of days the employee worked.
  7. 經甄選錄取者，應於報到就職後兩週內繳交公立醫院體格檢查合格表(含最近3個月內胸部X光檢查)，未繳交前述檢查合格表者，予以註銷錄取資格。The successful applicant must submit health examination certificates issued by an authorized hospital within two weeks of the start of the employment period. (Including a chest X-ray examination from the last three months.) Failure to do so will be regarded as a lack of interest in teaching at this school.
  8. 經甄選錄取者於報到後，不得再至他校應徵。Once the applicant reports in person to the Personnel Department, the successful applicant should not apply to another school.
  9. 如遇天然災害或不可抗拒之因素，而致甄試、報到日程需作變更，依本校公告為憑。  
In the event of natural disasters or unavoidable incidents, please log on to the website <http://www.thes.tp.edu.tw> for information regarding the rescheduling of interviews or the date to visit the Personnel Department.
  10. 如為身心障礙人員需特殊應考服務，請於報名時告知。Applicants with disabilities who require special services during the interview must make their requests when submitting the application form.
  11. 提供之相關資料將做為教師甄選報名及提供教育部研訂師資培育政策之用。All relevant data will be provided to the MOE for revising policies related to teacher recruitment and teacher education.
  12. 本簡章如有未盡事宜，依相關法令規定及本校教師評選委員會決議辦理，如有補充事項，公告於本校公告為憑(網址 <http://www.thes.tp.edu.tw>)  
Any other issues not addressed above will be resolved by the Teacher Evaluation Committee of the school in accordance with standard rules and regulations. Please visit <http://www.shps.tp.edu.tw> for further details.
  13. 本簡章為中英文對照，但中英文有差異時，應以中文為準。**This Application Instruction is provided in both Chinese and English versions. If there is any discrepancy or contradiction between these two versions, the Chinese language version shall prevail.**

## 臺北市南港區東新國民小學

## Taipei Municipal Dong Xin Elementary School

准考證編號	(本校填寫 Fill in by San Xing Personnel Director)					
姓名 Name		居留證號 Residential Certificate No.				浮貼一張最近 三個月內拍攝 之二吋彩色脫帽 半身正面相片 2.5" Passport photo x1
出生年月日 Date of Birth	年 月 日 Year/Month/Date	護照號碼 Passport No.				
性別 Gender	<input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女	婚姻 Marital Status	<input type="checkbox"/> Married 已婚 <input type="checkbox"/> Single 未婚			
聯絡電話 Telephone Numbers	住家(Home) : 手機(Cellphone) :					
通訊地址 Mailing Address						
E-MAIL						
緊急聯絡人 Emergency Contact	姓名 : Name:	電話 : Phone Number:				
學歷 Degree	校名 Name of Institute	系所 Department	起迄年月 Duration of Study			
大學 Undergraduate			年 月至 年 月 From to			
研究所 Graduate			年 月至 年 月 From to			
教師證書 Teaching Certificate		發證日期 Date of Issuance		證書字號 Certificate Number		
工作經歷 Working Experiences						
服務機關學校 School/Institute	職稱 Title	服務期間 Duration of Work	離職原因 Reason for Leaving	近年考核 Evaluation Grade		
				School Year	Grade	
填表人簽章 : Signature	填表日期 : Date:			年	月	日

## 東新國小英語情境中心外籍英語教師甄選報名表

## Dong Xin English Village Foreign English Teacher Application Form

Please make sure that the following documents are submitted:

- Application form with a recent mugshot.
- A copy of the **passport**.
- A copy of the **APRC** or **ARC** (No submission is required if applied overseas.)
- A police clearance certificate (**criminal record certificate**).
- A copy of the **highest academic diploma** (e.g., university degree)
- A valid government-issued **teaching license or certificate**.
- Statement of purpose:** The applicant may include the following aspects in the statement of purpose: your motivation for applying, your background, why you are a good fit for our positions, your career plan, any relevant research and industry experience, the objectives you wish to accomplish during your time in Taiwan, and your perspective and philosophy of teaching.
- Additional Documents:** This may include publications, special awards for mentoring students in competitions, school recognitions and commendations, teaching demonstration records, outstanding staff or teaching awards, and other relevant supporting materials. (This is an optional submission and is not required, but may strengthen your application.)