

What Evidential/Support Documents/Information am I Required to Provide to Support my Employment Application?

- **Application**
- **CV/Resume**
- **No academic certificate**
- **Not first language English**
- **Age restrictions**

Application Documents

- Application form
- CV/ Resume
- A photocopy of your passport (just the first page that shows full passport information and your photo). If faxing your passport details, please ensure your fax is set to Photo Quality.
- Your Academic Qualification/Diploma/Certificate: Inform your agent or employer in your CV/Resume what Academic Certificates you have and send a copy of your most senior supportive document when requested.
- Medical Report (you can bring this when you come to China).

Please note: It is a strict Government Regulation, you must have to provide the Official Medical Report completed either by your General Practitioner, a hospital or a Health Organization your country, which confirms that you are good health, be strong of disposition and that you are not a carrier of any infectious diseases (such as: HIV/AIDS, tuberculosis, hepatitis, malaria, sexually transmitted disease, etc.)

Miss Li's Handy Application Tips

Many prospective teachers are reluctant to send documents, I still don't know why. If you are using the services of a SAFEA Accredited Intermediary Agent you are applying for a genuine job, but may not be interviewed face-to-face; it is, therefore, essential that your Agent and your prospective employers know all about you academically and personally.

IDENTITY THEFT is not a problem as all personal information is required to be safely secured by Government Regulation. Conversely, your passport is your primary means of identification and therefore essential to establish your bona-fides.

Some people think that religion is not important, but as often meals are provided I am sure you don't want the school officials to lose face by serving you a taboo food. Also, schools work weekends before national vacations and some religions don't allow this. If the school knows in advance, they can work around it.

OTHER POINTS TO BEAR IN MIND:

- There is no trial period.
- Clearly state your teaching experience.
- The most practical date you can start teaching in China
- Your salary will be determined only after receiving all the necessary documents from you.

What additional information must I have to include in my CV/Resume?

When you submit your application, please do not forget to provide the following list of information in your CV/resume. It is crucial to the efficient processing of your application and arrangement of your Work Permit. If you fail answer all the questions your application may not be processed

- Full Name (Exactly as it appears in your passport)
- DOB (Date Of Birth):
- Place of Birth:
- Citizenship:
- Gender:
- First language:
- Marital status:
- If you contemplate bringing your spouse or children
- Your Present Address
- Your telephone number and mobile/cell number
- Your email address

Can I apply if I do not have an academic degree or teaching diploma?

The regulations state very clearly that all Foreign Experts, including teachers of English, must have a minimum education standard of 1st Degree; however, where an applicant can clearly demonstrate an equivalent "academic" standard through experience, sometimes the Foreign Affairs Office may approve such persons. All applications are individually assessed.

Can I apply if English is not my first language?

"Black cat and white cat are all the same as long as they can catch the mouse". If you are fluent AND have an excellent knowledge of English and only slight accent and have lived in the Australia, United Kingdom, Canada, New Zealand or USA for some years, you are may be well qualified to get a very good teaching job in China.

Again, applicants may be required to attend an interview or telephone China and submit to an oral examination. The costs associated with the interview and/or telephone call is at your expense and the time required in usually less than 5 minutes for a telephone interview. If you are not willing to do this, you may not qualify for a teaching position.

Miss Li's Handy Tip

Most schools prefer Australian, British, North American and New Zealander teachers. Therefore, if you are a no-native English speaker you must prove you can teach with an absolute minimum of accent. Many non-English first language speakers have been dismissed after arrival because the students could not understand them.

Is there an age or physical restriction?

If you are between 20 and 60 years of age and in good strong health and stamina, you could well be qualified to teach in China. Minimum height is 1.55cm for ladies and 1.65cm for men. Also, excessively overweight persons may be not suited to teach in China, primarily because everything is designed for the small Chinese frame. Young ladies are especially sought as the younger children relate better to the mother image. In China, as other parts of the world, the father is the disciplinarian.

Please note: By strict Government Regulation, you must provide the Official Medical Report completed either by your General Practitioner, a hospital or a Health Organization your country, which confirms that you are good health and strong of disposition and that you do not carry any infectious disease (such as: HIV/AIDS, tuberculosis, hepatitis, malaria, sexually transmitted disease, etc.).

Miss Li's Handy Tip

This is a very difficult subject and applicants must be sensible. If you are too old to be employed in your own country, the same can apply in China. Also, many older people do not have academic certificates, but a world of experience.

Why not volunteer ?