



Notification of Rajabhat Maha Sarakham University
On the application for recruitment of persons to be employed as the foreign employee

Rajabhat Maha Sarakham University has the intention to grant the application for recruitment of persons to be employed as the foreign employee. The employment shall be paid with the national budget for performing the tasks at Rajabhat Maha Sarakham University.

1. Recruited position, salary rate, and welfares

Foreign employee in the position of English lecturer under the supervision of Faculty of Humanities and Social Sciences, 1 position, salary rate 20,780 baht

Welfares

- Receive the rights under the regulations on pension for foreign government officials

B.E.2472

- Receive the rights under the Royal Decree on Welfares and Medical Expenses B.E.2553
- Receive the housing allowance in lump sum for 8,000 baht per month

2. Qualifications of applicant

General qualifications

- Age not less than 18 years old.
- Must be a graduate of at least bachelor's degree in any field.
- Must be a native speaker or live in a country that uses English as the primary language.
- Not be the insane or mentally deranged, quasi-incompetent, or have the disease as stated in the Civil Service Commission rules in higher education institutes.
- Not be a person with moral impairment and must have good standing in society.

3. Date, time, place of application and application method

The persons who wish to apply can walk in to submit an application form at Personnel Administration Division, Chaloem Phra Kiat 72nd Anniversary Building, 2nd Floor, from **15th May, 2019, to 31th May, 2019**, at 08.30AM - 12.00PM and 1.00PM - 4.30PM except for public holidays.

For more information, please contact Personnel Administration Division, 2nd Floor, Service Counter No. 5, Chaloem Phra Kiat 72nd Anniversary Building (Building 15) or by calling 0-4371-3060 on the official days and hours.

4. Documents and evidences that must be submitted in the application

1. 1 completely filled application form
2. 1 copy of degree or qualification certificate issued by the educational institute and being approved for graduation from the council of the academy
3. 1 copy of transcript
4. one-inch official photos not wearing hat and sunglasses (for being attached in the application form)
5. 1 copy of visa page as well as photo page of passport
6. 1 medical certificate

5. Application fee

The application fee is 200 baht. (non-refundable)

6. Curriculum and selection method

6.1 Knowledge and competence for the position (100 points)

6.2 Assess the suitability of position (interview) (50 points) by evaluating the suitability for the position to be recruited and appointed from personal profile, educational background, and work experiences of the applicants. The interview or test will be made for considering the suitability in various fields such as knowledge, competences, experiences, characteristics, attitude, emotion, adaptation to colleagues including society and environment, creativity, intelligence and personalities.

6.3 Total score of 150 points

7. Judgement criteria

Those who pass the selection criteria must have a total score of not less than 80 percent.

8. Notification of list of eligible candidates for the examination

The University will notify the list of eligible candidates for the examination by **5th June, 2019**, at the job vacancy board on the 2nd floor of the Chaloem Phra Kiat 72nd Anniversary Building (Building 15), Rajabhat Maha Sarakham University and the website of Rajabhat Maha Sarakham University, <http://www.rmu.ac.th>, Job news.

Notified on 30th April, 2019.



(Mr. Vutipol Chutjaraskul)
Vice President
Acting for President



PHOTO

Taken within
the last 6
months
(3x4 cm.)

JOB APPLICATION FORM

Position Sought _____ Faculty _____
(Please write in BLOCK letters)

สำหรับเจ้าหน้าที่การเงิน
ได้รับค่าสมัครจำนวน.....บาท
ใบเสร็จเลขที่.....
ลงชื่อเจ้าหน้าที่การเงิน.....
วันที่.....

Personal Data

First Name Mr. Mrs. Miss _____ Middle Name _____ Last Name _____
Date of Birth (day/ month/ year): []/[]/[] Age _____ Nationality _____
Birth Place _____ Marital Status _____ Spouse's Name _____
Passport No. _____ Issued at _____ Date of Issue _____ Expiry Date _____
Current Address (In Thailand) _____ City/ Province _____
Permanent Address _____ City/ State _____
Tel. _____ Mobile _____ E-mail _____

Educational Background

List in order all of the institutions you have attended. All of the official transcripts or certificates over high-school level are required.

Name of Institution	Location/ Country	Degree	Year

Degree/ Certificate used to applied for job

Educational Level	Name of Institution	Degree	Field/ Major	Year Received

Employment Record

List in order all the experiences you have worked.

Work Period (year)	Position	Work Place	Salary	Reason for Leaving

Medical Record

Health Insurance No. _____ Insurance Company _____

Blood Group _____ Allergies: _____ Medications _____

In Emergency Contact: (Please Identify) _____ Relationship _____

Tel: _____ Fax: _____ Mobile: _____

Reference Person

Name of Local Guarantor _____ Relationship _____

Address _____ Tel: _____

Name of Guarantor in Thailand _____ Relationship _____

Address _____ Tel: _____

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position. Any published document could be attached as paper.

I certify that all information above is all true and understand that there is no any application fee.

Signature

Date

All information will be kept strictly confidential

----- **FOR OFFICIAL USE** -----

Application Documents:

- 1 Completely filled application form
- 1 copy of degree or qualification certificate issued by the educational institute and being approved for graduation from the council of the academy
- 1 copy of transcript
- one-inch photos of straight face not wearing hat and sunglasses (for being attached in the application form)
- 1 copy of visa
- 1 medical certificate

Authorized Signature

Date