



# Beijing Job Description And Benefits Package Outline

## Requirements:

- English Native Speaker (United States, Canada, New Zealand, Australia, United Kingdom, South Africa, Ireland)
- University degree, Bachelor's or equivalent
- TEFL / CELTA / TESOL certification (or similar)
- Minimum of 24 months full-time English teaching experience. Must be post BA
- No criminal history
- Willing to work weekends
- Sociable, dynamic, inspiring, energetic, and organized

## Main Responsibilities:

- Conduct classroom lessons according to the WSE methodology
- Prepare and teach classes in center or online as scheduled.
- Give constructive feedback to students
- Help students reach the level of English established in their learning objective
- Provide advice and assistance to students, in and out of the classroom
- Be flexible to teach in multiple centers within the same city
- Promote and preserve a pleasant and courteous atmosphere in the center

## We offer:

- 'Z' work visa provided
- Full Coverage medical insurance at recognized hospitals through our insurance provider Pingan Medical
- Up to 14 days hotel stay provided upon arrival
- Assistance provided with finding accommodation
- 11 days of Chinese national holiday plus 10 days of paid leave/5 days for part time
- Mandarin Chinese lessons for beginners
- New hire training, plus ongoing seminars and workshops
- Career development opportunities
- Possible relocation to new city, center or country
- Up to 10,000.00 RMB flight, visa, criminal background and medical check reimbursement
- Student and staff referral bonus system
- Airport Pickup

## Two types of contract:

35 hours a week – 30 contact and 5 office hours

25 hours a week – 21 contact and 4 office hours

- 17,000 RMB base salary
- 3,000 RMB monthly living allowance
- 1,500RMB possible quarterly training bonus
- 7000 RMB contract completion bonus
- 500 RMB possible monthly bonus

- 11,200 RMB base salary
- 2,000 RMB monthly living allowance
- 1,500RMB possible quarterly training bonus
- 3500 RMB contract completion bonus
- 200 RMB possible monthly bonus