

# Application Guidelines

Shonan Shirayuri Gakuen is a Catholic girls' junior & senior high school that aims to cultivate values rooted in the spirit of Christianity. Our goal is to nurture women who can venture into diverse fields. We seek to provide them with exceptional language skills, a spirit of inquiry, and logical reasoning so that they can successfully collaborate with people of many different backgrounds.

Currently, Shonan Shirayuri Gakuen is seeking enthusiastic full time native English teachers to teach our junior & senior high school students.

## ■ Contract Period

April 2024 – March 2025 (Possibility of renewal, depending on performance)

## ■ Workplace and Hours:

Located in Fujisawa (10 minutes' walk from Shonan Monorail Kataseyama Station)

Full-Time

8:10 - 17:10, Monday through Friday (tentative)

Approximately 5 days per week, Monday through Friday (Work on Saturday 7days a year)

Follows the typical Japanese academic calendar (School year starts in April and ends in March.)

The position begins in April 2024.

## ■ Salary and benefits

Salary depends on the career and the regulations of Shonan Shirayuri Gakuen

For example:

A new university graduate ⇒ 214,000 JPY (Basic Monthly Salary)

Yearly bonus: twice a year (2 months' monthly salary in summer and 2.15 months' in winter)

《based on FY 2022 financial results / no summer bonus in the first year》

Monthly prepayment overtime work fee ⇒ 10,700 JPY

《Excess overtime pay will be paid additionally.》

Social & health insurance

Transportation assistance

10 days paid holidays at the first year

Additional duties to be discussed at a later time

■ Documents to be submitted

- ① Cover letter
- ② CV/resume with recent photo
- ③ Licenses and certificates
- ④ Transcripts and graduation certificates will be requested at a later time
- ⑤ Other documents that exhibit your professional abilities

■ Selection Process

- ① Initial document screening
- ② Job interview
- ③ Demo lesson
- ④ Reference check

■ Selection schedule

To be determined for each candidate.

■ Location

4-1 Katasemejiroyama, Fujisawa City, Kanagawa  
251-0043 (postal code)

No application documents will be returned, regardless of whether they are accepted or rejected.

Please make copies by yourself if necessary. In addition, all submitted personal information will be managed appropriately in accordance with laws and regulations.

For more information about our school, please see <http://www.shonan-shirayuri.ac.jp/>.