



## **Introduction to Applicant Pack**

# **Teacher of Economics at AS & A-Level and Business Studies at IGCSE**

Thank you for showing interest in this position, for which we are currently recruiting.

### **This pack contains**

1. This information sheet
2. A job description
3. A person specification
4. The St. Lawrence College Safeguarding and Child Protection Policy
5. The St. Lawrence College Data Privacy Policy
6. A writeable, electronic application form for the position, should you wish to formally apply for the position of Teacher of Economics AS & A-Level

### **Important notes:**

1. Application forms should be submitted electronically, as email attachments. Completed application forms should be emailed to the Headmaster of St. Lawrence College, Mr Phil Holden, at [careers@slc.gr](mailto:careers@slc.gr) no later than 09.00am Athens time on Wednesday 3<sup>rd</sup> March 2021. A covering letter should be included. An up-to-date CV would also be welcomed.
2. It is anticipated that candidates selected for interview will be interviewed early March 2021 with an appointment to the position being made no later than mid-March 2021.
3. Interviews will ideally be face-to-face but Skype interviews are acceptable to St. Lawrence College. Skype interviews may require more than one online Skype appointment.
4. References will never be pursued before an interview, but it is expected that should the school want to they will act towards collecting references on applicants immediately following an interview.
5. **Salary:** The gross monthly salary for this position will be discussed at interview, and is competitive by the standards of international education in Greece. In addition to twelve monthly salaries, teachers also receive bonuses at Christmas, Easter and summer which approximate a full salary at Christmas and a further half-salary at both Easter and summer.
6. Employment will commence from 1st September 2021.