

Introduction to Applicant Pack

Teacher of Mathematics to Key Stages 3 and 4

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 child protection policy
5. The St. Lawrence College Data Privacy Policy relating to applicants for teaching positions
6. A writeable, electronic application form for the position, should you wish to formally apply for the position of Teacher of Mathematics

Important notes:

1. Application forms should be submitted electronically, as email attachments. Applicants should also send their current cv and a covering letter. Completed application forms should be addressed to the Headmaster of St. Lawrence College, Mr Phil Holden and should be emailed to careers@slc.gr no later than 09.00am (Athens time) on Thursday 21st March 2019.
2. It is anticipated that candidates selected for interview will be interviewed between Tuesday 26th March and Friday 29th March 2019 with an appointment to the position being made shortly after.
3. Interviews will ideally be face-to-face but Skype interviews are acceptable and may be used. 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 salary for this post will be competitive within the context of international education in Greece. Salaries are paid 12 times per year. Salaries are subject to the usual stoppages of the Greek state. The rates at which stoppages are charged are not set by the school and may change. Employees also receive bonuses at Christmas, Easter and summer which approximate a full salary at Christmas and a half-salary at both Easter and summer. Employment will commence from 1st September 2019.