

Recruitment Announcement for a Native English Teacher Dongrae Elementary School (Private), 2026 School Year

Looking for native speakers to teach English classes at Dongrae Elementary School(private) in Busan.

2026. 7. 14.

Dongrae Elementary School

* **Location** : Busan

* **Positions Available** : 1

* **Basic Qualifications** :

- A. A valid passport from one of the native English-speaking countries (eligible for an E2 visa)
- B. As of the employment start date, teachers who hold the following legal visas in Korea : F2, F4, F5, F6, E1, E2)
- C. Not subject to employment restrictions under Article 56 of the Act on the Protection of Children and Youth Against Sexual Offenses or Article 29-3 of the Child Welfare Act
- D. Not deemed unfit for employment based on the results of a medical examination from an accredited medical institution in Korea, including a physical examination, latent tuberculosis test, and drug screening confirming non-addiction to narcotics, cannabis, or psychotropic substances
- E. Having no other disqualifying factors for employment under the relevant laws and regulations of the Republic of Korea

※ Applicants who have graduated from a four-year university in a native English-speaking country, hold a teaching certificate, or have previous experience teaching English at an elementary school in Korea may receive preferential consideration during recruitment.

1. Working Conditions

A. Occupation: Native speaking instructor

B. Contract period: 2026. 8. 19. ~ 2027. 2. 28. (renewal in one-year periods possible)

C. Working hours: 24 classes per week (Mon ~ Fri 08:30 ~ 15:00)*, 40 minutes per class

2. Salary

- A. Basic salary: 2,550,000won per month
(starting pay = 2,250,000w + 300,000w housing allowance)
- B. Housing: The school doesn't offer accommodation.
- C. Paid winter and summer vacations (there is no English camp or desk warming during the vacation periods)
- D. Severance: there is no severance for this contract as it is a half-year contract*
*If employee completes this 6 month period and signs a contract for the 2027 school year, then an additional 1,275,000w will be added to the 2027 year's severance amount.
- E. Flight reimbursement: 450,000won (given at the end of the contract period; due to the shorter contract period this is half of a normal year's reimbursement)
- F. National pension(50/50) and medical insurance (50/50)

3. Submit your Application

- A. Submission period: [July 14th, 2026 ~ July 21st, 2026, by 14:00pm](#)
- B. Resume: The resume form is not attached, but your previous teaching experience and educational background must be clearly stated.
- C. How to apply: By e-mail(eunice@dongrae.es.kr) or in-person at the school administrative office(1st floor)
* School address: 26, Cheyookgongwon-ro, Geumjeong-gu, Busan, 46251, Korea
- D. In-person application hours : 09:00 ~ 15:00 (closed on weekends and public holidays)
- E. Inquiries: English Department Head (☎ 051-581-0902, ext. 109)

4. Selection Process

- A. 1st round: Document screening [December 21st, 2026 Successful applicants will be notified]
- B. 2nd round : Interview and mock lesson [From July 22nd]
- C. Final decision: [July 27th, 2026]

5. Submissions

- * Documents from (a) to (c) shall be submitted upon receipt of application
 - a. Resume (in a free format)
 - b. Personal Statement / Cover Letter (in a free format)
 - c. Personal Information Collection and Use Agreement (Form 1)
- * Submission of additional certificates, career verification documents, and other related materials is optional.

* from (d) to (j) documents are submitted in accordance with the school guidance after the

final acceptance

- d. 1 copy of resident registration
- e. 1 copy of Alien registration certificate
- f. 1 copy of the recruitment physical examination (within the validity period)
- g. 1 copy of Latent tuberculosis test result (interferon-gamma secretion test, blood test)
- h. 1 copy of Bankbook copy
- i. 1 copy of the consent form for gender-based offence background check and child abuse related criminal history check
- j. (Within the validity period) 1 copy of the test result notification or medical certificate from a medical institution that proves that you are not an addict of drugs, cannabis, psychotropic drugs

※ Notes

- a. Submitted documents will be returned in accordance with the Act on the Fairness of Recruitment Procedures (submission of Form No. 3 (Form 4) of the Enforcement Rules of the Act on the Fairness of Recruitment Procedures, return costs will be borne by the submitter), and any disadvantages caused by false information or mistakes in the application form, non-submission of required documents, etc. will be the responsibility of the applicant.
- b. If the information on the application form or various certificates is not true or violates the regulations, the recruitment may be suspended or invalidated, and the selection may be cancelled.
- c. Even if the number of applications received is equal to or less than the number of applicants scheduled for selection, if there are no qualified applicants, the selection may not be made.
- d. Matters not included in the advertisement and interpretation of the advertisement contents are subject to the decision of the Human Resources Committee.
- e. This plan is subject to change due to school circumstances, and any changes will be implemented after re-announcement.
- f. Any act in violation of the Act on the Prohibition of Fraudulent Solicitation and Graft will invalidate all recruitment processes and results.
- g. For other inquiries regarding class operations, etc., please contact ☎051-581-0902 (ext. 109).

- [1] Resume
- [2] Native Tutor Personal Statement (Cover Letter)
- [3] Personal Information Collection and Use Agreement (Form 1)
- [4] Request for Return of Recruitment Documents (Form 2)

July 14, 2026

Dongrae Elementary School

Personal Information Collection and Use Agreement

Items of personal information collected, purpose of collection and use, and period of retention and use

- Collected items: photo, name (Korean/Korean characters), date of birth, military service, gender, address, affiliation, phone number, mobile phone number, school, major, admission date, graduation date, qualifications, work experience, awards, and other data related to the creation of receptionist applications
- Purpose of collection and use: Native speaker recruitment screening
- Retention/use period: 1 year after the end of the recruitment process for native speaker instructors

(in the appropriate ☐)

☐ Agree to the collection and use of personal information ☐ Disagree

You have the right to refuse to consent to the collection and use of your personal information, and if you refuse, you may not be able to proceed with the recruitment process.

I have read and fully understand and consent to the collection and use of my personal information for the purposes of the recruitment process as described above.

Year Month Day

Full Name:

(Signature)

Dongrae Elementary School

개인정보 수집 및 이용 동의서

☐ 개인정보 수집항목 및 수집·이용목적 및 보유·이용기간

- 수집항목 : 사진, 성명(한글/한자), 생년월일, 병역, 성별, 주소, 소속, 전화번호, 휴대폰번호, 학교, 전공, 입학일, 졸업일, 자격사항, 근무경력, 수상경력, 기타 접수원서 작성 관련 자료
- 수집·이용목적 : 원어민강사 채용 전형
- 보유·이용기간 : 원어민강사 채용 전형 종료 후 1년

(해당 ☐안에 □)

☐ 개인정보 수집·이용에 동의

☐ 동의하지 않음

※ 귀하의 개인정보 수집·이용에 대한 동의를 거부하실 권리가 있으며, 동의를 거부하실 경우 우리 학교 원어민강사 채용 절차가 진행되지 않을 수 있습니다.

본인은 상기와 같이 채용 전형을 위한 개인정보를 수집하고 이용함에 있어 충분히 내용을 확인하고 이에 동의합니다.

년 월 일

성명 :

(서명)

동래초등학교장 귀중