

**Ming Chuan University English Language Center Teachers Wanted**  
**(Application Deadline: November 26, 2021)**

1. Unit: English Language Center
2. Job Title and Number of Candidates:  
5 part-time instructors or any level of professors  
(The employment will be effective from Spring 2022.)
3. Location: Gui-Shan District (Taoyuan)
4. Education: MA or PhD (A master's degree with English or TESOL/TESFL related field is the minimum requirement.)
5. Fields of Specialty: (a) TESOL/TESFL (b) Know how to use Teams & Moodle
6. Application Materials Required:
  - (1) The curriculum vitae should include the following contents:
    - a. Education background and work experience
    - b. Research/Study field and courses taught
    - c. Papers published in the last 5 years
  - (2) Copies of both certificates and transcripts for MA and/or PhD ( The highest-level diploma awarded abroad should be verified by the Taipei Economic and Cultural Representative Office, same with the transcript.)
  - (3) A copy of ARC for non-ROC citizens (valid until July 31, 2022)
7. Application Deadline: November 26, 2021 (by postmark)
8. Mailing Address:  
Ms. Wang, Wen-Hui  
Human Resources Division, Ming Chuan University  
250 Zhong Shan N. Rd., Sec. 5, Taipei 111, Taiwan  
(Please note "Part-time teaching position" on the envelope.)
9. Contact :  
Ms. Alison Duh  
English Language Center  
886-2-2882-4564 ext. 2642  
tyduh@mail.mcu.edu.tw
10. Notes:
  - (1) Announcement of Personal Information Collection and Usage Agreement:  
The information collected in response to this recruiting advertisement is only for the purposes of administrative processing of recruitment affairs. Information is processed according to Ming Chuan University (MCU) information maintenance and security management regulations and shall not be disclosed or provided to any third party without prior consent, nor transferred for any other uses.  
(For more details on personal information management, please refer to MCU Guidelines for Personal Information Protection Management and MCU Personal Information Management System at URL <http://pims.mcu.edu.tw>.)
  - (2) Application materials will not be returned.
  - (3) Only shortlisted candidates will be contacted for interview.
  - (4) Please contact Ms. Alison Duh for more information.