# Muhaddisa School of Science and Technology

## Faculty Recruitment Package

### 1. Job Advertisement

Join Our Team!

Muhaddisa School of Science and Technology (Higher Secondary Level) invites applications for full-time and visiting faculty positions for SSC and HSSC classes.

Positions Available: Physics, Chemistry, Biology, Mathematics, Computer Science, English, Urdu, Islamiat, Pakistan Studies.

Eligibility:
- Master's Degree or Bachelor's Degree in the relevant subject.
- Teaching experience preferred (especially SSC/HSSC Board Classes).

Apply by sending your updated CV, copies of degrees/certificates, and a recent photograph to [Insert Email Address] by [Insert Deadline].

Be part of an institution committed to academic excellence!

### 2. Faculty Contract Format

This agreement is made between Muhaddisa School of Science and Technology ('School') and Mr./Ms. _____ ('Teacher').

Position: Full-time Faculty / Visiting Faculty

Subject: _____

Date of Joining: _____

Terms:

- 1. The teacher will fulfill teaching and academic responsibilities as per school SOPs.
- 2. The contract is valid for one academic year and may be extended based on performance.
- 3. Salary/Remuneration: Rs. _____ per month / per lecture.
- 4. Either party can terminate the contract with one-month prior notice or salary in lieu.
- 5. Teacher must abide by the school's rules, regulations, and code of conduct.

Signed:

_____

(Teacher)


_____

(Principal)

Date: _____

## 3. Interview Evaluation Form

| Criteria | Rating (1-5) | Comments | Panel Member Signature |
|---|---|---|---|
| Subject Knowledge | | | |
| Communication Skills | | | |
| Confidence and Body Language | | | |
| Teaching Methodology Understanding | | | |
| Experience Relevance | | | |
| Commitment to Teaching | | | |
| General Impression | | | |

## 4. Interview Questions

1. 1. Please introduce yourself and highlight your academic background.
2. 2. Why do you want to join Muhaddisa School of Science and Technology?
3. 3. What teaching strategies do you apply for SSC and HSSC students?
4. 4. How do you manage a classroom with students of mixed abilities?
5. 5. How do you prepare students for Board Examinations?
6. 6. Describe a difficult situation you faced while teaching and how you resolved it.
7. 7. How do you use technology in teaching?
8. 8. Are you comfortable conducting extra classes or remedial sessions if needed?
9. 9. How do you handle student discipline issues?
10. 10. What are your expectations from the school administration?

## 5. Faculty Information Format

Full Name

Father's Name

CNIC Number

Date of Birth

Academic Qualifications

Professional Qualifications

Subjects Taught

Years of Experience

Contact Number

Email Address

Permanent Address