

ABOUT SCHOOL

Modern Academy (MA) is a co-educational school established in 2000. It is a sister school of Modern English School. MES Trust Board manages the school. Modern Academy has classes from Nursery to KG-II and has 250 students.

JOB DESCRIPTION

School: Modern Academy	Location: Kahilipara, Guwahati, Assam
Job title: Pre Primary Teacher	Salary: ₹ 10,000/- per month

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document.

Job Purpose
<ul style="list-style-type: none">• To be able to work as a teacher.• To be responsible for day-to-day work and students' learning and achievements in the concerned subject.• To be responsible for safety and welfare of the pupils, during on-site and off-site activities.• To promote the aims and objectives of the school and maintain its philosophy of education.

Main duties and responsibilities
<ul style="list-style-type: none">• Leading self on the following basic, though frequently contested in our social context, areas of academic engagement:<ol style="list-style-type: none">a. Learning – to understand learners' development.b. Planning – how to implement.c. Teaching – developing strategies.d. Assessing –to be clear about how and why we assess.• To plan and prepare lessons, modules, activities, which will make the students, want to learn the concerned subject.• To create and manage a caring, supportive, purposeful and stimulating environment which is

conducive to children's learning.

- To maintain good order and discipline among the pupils, safeguarding their health and safety.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.
- To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.