



**Concordia International School Shanghai  
2022 Recruitment Fair**

***Thank you for your interest in become an educator at Concordia Shanghai. Here are some tips to completing your application. We recommend that you read this prior to completing your candidate online application at [www.concordiashanghai.org/employment](http://www.concordiashanghai.org/employment).***

**STEP 1: Complete your Online Application Form**

The information from your application will help us sort through applications and forward them to the recruiting team of administrators. If you are not able to complete the application in one setting, remember to copy, paste, and save your information in a separate document as the online form will not allow you to return to it.

**General Selection Criteria:**

- Valid certification or licensure in your area of teaching or administration.
- Certification or licensure must be tied to an accredited teacher or administrator preparation program. A certificate in teaching English (e.g. CELTA, TESOL/TEFL) alone does not meet this criterion.
- Actively involved in the Christian faith.
- At least 2 years of full-time experience in your area of teaching or administration. The government requires at least two years of full-time teaching experience to obtain a work permit.
- If candidate is currently living/working in China, they must be able to present a valid working visa.
- China imposes an age limit of 60 on foreign work permits. Candidates must be younger than 57 as of August 1, 2023 given this age restriction.

**STEP 2: Concordia Teams review applications and will reply within 2 working days**

**STEP 3: If the Concordia team feels we would have a match with your skills, we will send you directions on how to sign up for an online interview during our virtual fair day to be held on Sept. 17.**