

YOU ARE SOMEONE UNIQUE  
YOU SHARE OUR PASSION



*Join us today*



ST. JOHN'S  
INTERNATIONAL  
PRIMARY SCHOOL



ST. JOHN'S  
INTERNATIONAL  
SECONDARY SCHOOL

## **SCHOOL NURSE**

The primary responsibility will be to provide health services to students during school hours. This is inclusive of treating mild to acute injuries and sicknesses. Plan and deliver materials on preventive health care for students and staff.

Must have excellent organisational skills and the ability to communicate with children, their parents or guardians, and teachers.

### **KEY RESULTS AREAS/ RESPONSIBILITIES**

- To utilise existing resources to provide appropriate healthcare to students and staff
- To provide basic first aid support in the event of accident or illness and maintain medical and emergency equipment
- To ensure the sick bay and other health areas are clean and hygienic
- To assess the status of student and staff immunisation documentation, when necessary and keeping accurate records
- To encourage and promote an optimal level of wellness among students and staff by providing preventative healthcare services
- To plan and implement school health management protocols and procedures
- To attend and report at various school meetings
- To communicate with parents and the school office if a student is required to go home due to illness
- To advise the school of issues which may affect the well-being and / or safety of members of the school community
- To provide support to parents through educational programmes

### **WHAT WE NEED:**

- Candidates must possess at least Diploma/ or higher degree in the relevant field with appropriate nursing license
- Minimum of 3 years of experience of school nursing, clinical child care
- Excellent nursing skills
- Highly organized and ability to communicate with all levels of stakeholders: colleagues, parents, students and staff

**Closing date: Friday, 17<sup>th</sup> December 2021**  
**Email to: [hr@sjis.edu.my](mailto:hr@sjis.edu.my)**

**Join us SJIS team! *apply now!***

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## **TEACHER (Cambridge/IGCSE Syllabus)**

### **VACANCIES:**

#### **Primary School**

- Science

#### **Secondary School**

- English
- Additional Mathematics
- Mathematics
- Economy

### **RESPONSIBILITIES:**

- To deliver lectures, seminars and tutorials
- To design, prepare and develop teaching materials
- To set and mark examination papers
- To perform relief for teacher(s) who are on leave or absent
- To complete all post-relief related tasks and carry out monthly activities and programmes for subject as planned
- To prepare and submit five teaching videos according to the selected topics
- To prepare weekly lesson plans
- To prepare, compile and submit all the related documents to the sport and club coordinators at the end of each semester
- To prepare syllabus coverage for exams
- To prepare revision worksheets and conduct revision sessions accordingly
- To prepare printed worksheets, discuss and rectify students answer
- To key in students' marks and prepare the subject report for overall performance

### **WHAT WE NEED:**

- Candidates must possess at least Bachelor's Degree or higher degree in the relevant field with appropriately related professional and / or teaching experience
- Minimum of 3 years of teaching experience
- Willing to work with set guidelines and timelines
- Highly competent in English language mastery

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