

**National University of Singapore**  
**Faculty of Arts & Social Sciences**  
**Centre for Language Studies**

**We invite applications for a position for Part-time Tutor in Japanese Language Programme  
at the Centre for Language Studies starting August 2023**

---

**Job Description**

- Teach Japanese as a foreign language (weekday / Saturday)
- Prepare and conduct lessons (online / in-person)
- Mark all coursework and assessments
- Prepare class materials
- Create quiz and term-test questions
- Perform other course related duties

**Job Requirements**

- Native or near-native fluency in Japanese
- Bachelor's degree
- At least one year of Japanese language teaching experience, excluding private lessons
- Good command of English to conduct educational and administrative work
- Must be able to teach up to 12 hours/week including 8am-10am or 6pm-8pm classes on weekdays or must be able to teach a three-hour course for retirees and working adults on Saturdays

**Application Documents**

- CVs in Japanese and English
- Teaching philosophy (in Japanese)
- Lesson plan and sample teaching materials for Lesson 3 of *Minnano Nihongo Elementary 1* (3A Corporation) (in Japanese)
- Copies of educational certificates (either in Japanese or English)

**Submission**

Please submit the above-requested documents in a single PDF file in [NUS Careers Portal](#).

Shortlisted applicants will be invited to attend an interview and give a teaching demonstration.

\* Only Singapore Citizens / Singapore Permanent Residents can apply.