



Job Description : Teacher - Special Needs Education

Position : **Special Education Teacher**, for a **Special Needs Education** School.
Salary range : MYR 2,500 to MYR 4,000 Monthly + other benefits.
Joining : Immediate
Type of contract : Full Time
Location : **Kuala Lumpur, Malaysia**

This position is open for all local candidates only.

Job Responsibilities:

- Responsible for each students' IEPs.
- All IEP'S and evaluations must be stored properly in a secure location within school properties & same must be notified to Admin/HR department.
- Managing and mentoring Special Needs Assistant.
- Hold regular conferences; provide frequent feedback; clarify preferred disciplinary practices and classroom routines.
- Maintain a regular contact with parents; keep parents well-informed of school events; send progress reports home as indicated in the IEP.
- Ensure safe learning environment for children.
- Assists special students requiring daily care e.g., toileting, diapering, feeding, etc
- Development organizing the daily classroom program and lesson plan.
- Discusses with parents, teachers and or in team meetings for evaluating special education students' progress and/or implementing IEP objectives.
- Monitoring and report on child progress in detail with lesson plan.
- Attend training programs and staff meetings.
- Monitors and assists individual special education student in the classroom, library, playground, etc., for the purpose of ensuring the safety of assigned students.
- Monitors students during assigned periods within a variety of school environments (e.g. toilets, playground, hallway, bus loading and unloading zones, cafeteria, parking lots, etc)
- Performs record keeping duties (daily data on instruction and/or behaviour) and clerical functions (e.g. correcting papers, photo copying etc) for the purpose of supporting the teacher and/or administrator in providing necessary records/materials.
- Coordination skills and dealing with parents on progress and behaviour of child.



Job Requirement:

- Excellent classroom management.
- Degree/Diploma in Special Needs Education from a well-recognized and accredited school/college/university.
- Dedicated and passionate to work with young children.
- Able to exhibit love, care and responsibility towards children.
- Required language(s): English.
- 01 to 5 year(s) of working experience in teaching in a special education school or a centre.
- *Freshers from a recognized university may also apply.

About Sapphire Academy

Sapphire Academy is a Special Needs Education School who caters for children with Moderate Learning Difficulties, Language Developmental Delay, Global Developmental Delay, Autism Spectrum Disorders, Asperger's, Down Syndrome, Dyslexia, Dysgraphia, Dyscalculia, Dyspraxia, ADHD and Early Learning Difficulties.

We are ardent believer in helping our children discover and develop their individual strengths, so they have courage, skills and resourcefulness to fulfil their ambitions in life. To know more about our school please go through our website.

Why join us?

- We provide international working environment.
- We commit to a friendly and professional work environment.
- We provide opportunities for career advancement within the organization.
- We practice the best HR policies and have timely appraisal and reward and recognition policies to provide equal growth opportunities to all.

How to apply:

- **Please send your updated resume at: hr@sapphireacademy.com.my**
- Please mention the position that you wish to apply for in the email subject line.
- Wait for HR department to get back to you, usually HR department gets back to the shortlisted candidates (ONLY) within 2 weeks from the date of submission.

Thank you and wish you all the best!

Human Resources @ Sapphire Academy

Kuala Lumpur, Malaysia.

Website: www.sapphireacademy.com.my