

Responsibilities

- Administrate the school affairs
- Provide educational leadership to the school in areas of paedagogy, curriculum and assessment
- Liaison between the school, parents, and community
- Responsibilities in overall management of the school
- Candidate must be verse with the Education Rules.

Qualifications

Preferably Master's Degree in Primary Education with a certificate in leadership or Bachelor's Degree in Primary Education with a certificate in leadership at least 2 years' experience in an administrative post

Required Documents

- Cover Letter
- Curriculum Vitae
- Qualifications (Original transcript & diploma)
- Certified copy of valid Teaching Licence
- Medical Certificate
- Certified Copy of Social Security

- Certified Copy of Birth Certificate
- Police Record no older than 3 months
- Certified Medical Form completed within the last 2 months
- Two Recent Recommendation Letters
- Work Permit (where applicable)
- Marriage/Divorce Certificate (where applicable)

Salary will be determined in accordance with the Government Pay Scale and Educations Rules.

Deadline for application is Friday, April 1, 2022.

Address applications to: General Manager,

Government Primary Schools,

No. 117 North Front Street, Belize City.



