

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



NATIONAL CENTRE FOR THE HOLY QURAN

MINISTRY OF ISLAMIC AFFAIRS

MALE'

REPUBLIC OF MALDIVES

Number: (IUL)160-CS/1/2024/39

Position:	Teacher																
Required No.	1																
Location	GA.Dhaandhoo																
Minimum Qualification & Experience	<ol style="list-style-type: none">1. Must have at least 2 years of experience as a Hifz/Quran Teacher (Should provide documents)2. College degree in Qira,ath of Quran / Degree in teaching Quran3. Excellent with the Quran in terms of memorization and Tajweed (including makhaarij)4. Reliable and dedicated individual5. Sound knowledge of Islamic faith (Fiqh) and practice (Taqwa)6. Balanced understanding and can help students understand some of the meanings of the Quran (Tafseer, lessons)7. Be able to communicate effectively in English.8. Able to manage a class of 15- 30 students.9. Works well in a team abides by NCHQ policies. <table border="1"><thead><tr><th>Name of the job</th><th>Classification</th><th>Rank</th><th>Requirments</th></tr></thead><tbody><tr><td>Senir Teacher</td><td>School teacher</td><td>CSC15-2</td><td>National Qualifications Framework Level 7 or higher in a specialized area of teaching, or National Qualifications Framework Level 5 or above in Teaching and Education, specialized area of teaching.</td></tr><tr><td>Teacher</td><td>School teacher</td><td>CS13-2</td><td>Level 7 or above of the National Qualifications Framework in the field of teaching or in a specific field of teaching</td></tr><tr><td>Teacher</td><td>School Teacher</td><td>CS11-2</td><td>Level 5 or Level 6 of the National Qualifications Framework in Teaching</td></tr></tbody></table> <p><u>Educational background of the position:</u></p> <ul style="list-style-type: none">• Recitation of Quran, certificate of Haafiz• Co-discipline of the position: not required• Areas of work of the position: Field of study / Teaching.	Name of the job	Classification	Rank	Requirments	Senir Teacher	School teacher	CSC15-2	National Qualifications Framework Level 7 or higher in a specialized area of teaching, or National Qualifications Framework Level 5 or above in Teaching and Education, specialized area of teaching.	Teacher	School teacher	CS13-2	Level 7 or above of the National Qualifications Framework in the field of teaching or in a specific field of teaching	Teacher	School Teacher	CS11-2	Level 5 or Level 6 of the National Qualifications Framework in Teaching
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Responsibilities	<ol style="list-style-type: none"> 1. Prepare course long range plan, Hifz plans. 2. Able to adapt the Hifz course plan to each student's ability and potential. 3. Teacher to focus on Quran Hifz and Tajweed and be able to work one on one with each Student. 4. Teacher to work with each student one on one and listen to each student at the minimum once every day. 5. Follow a process for formal and informal ongoing assessment of students, including report, cards, progress reports and marking. Feedback to be provided to parents. 6. Participate in staff meetings and professional development activities. 7. Integrate "tarbiyah" of students such as, social responsibility, kindness and other Islamic teachings / values into daily routines. 8. Supervise students during classes and at other times in the working days. 9. Discuss students' progress and concerns with parents and administrators. 10. Maintain appropriate standards of behavior, mutual respect, and safety within classroom. 11. Incorporate appropriate technology and media in lesson planning. 12. Perform other related duties in the Islamic education area as required by NCHQ. 13. Must follow all the policies of NCHQ.
Basic Salary	Monthly 15000/-
Documents to be submitted:	<p>Interested candidates can apply via the following link:</p> <p>https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fchq.gov.mv%2Fwp-content%2Fuploads%2F2024%2F07%2FJob-Application-Form-English-1.docx&wdOrigin=BROWSELINK</p> <p>Following are the supporting documents required to attach with the form.</p> <ol style="list-style-type: none"> a. Completed application form (Available from the office website, counters and the above link) b. CV must include contact number, email address, subject applied, and schools worked (if any). c. Passport copy; Bio data and address page. (should have minimum 1 year validity) d. Academic certificates with transcript (Accredited by MQA) e. Experience certificates/Letters (attested) <p>Applications without a complete document set (mentioned above) will be rejected.</p>
Application deadline:	9 th July 2024

Criteria for selection of the most suitable candidate:	Criteria for awarding points to teachers	
	C.S. Qualification from S 13 rank	25
	C.S. Qualification from S 15 rank	30
	C.S. Qualification from S 11 rank	30
	Experience beyond the basic requirement	30
	Interview	30
	Practical	35
The candidate will be appointed if he/she has obtained a total of 55 and above points in all sections of the criteria.		
Application Deadline:	Applications should be submitted to the National Center for the Holy Quran by 13:30 on Monday, 9 th July 2024 Application forms and documents will also be accepted via e-mail info@nchq.gov.mv. If the Government designates a new holiday before the expiry of the announcement, the application will be accepted for the number of days designated.	
Shortlisting:	The candidates who receive the highest points will be shortlisted based on their educational qualifications and experience.	
Interview and Examination Venue and Duration:	Shortlisted candidates will receive an email with information on the date for the interview. The interview will be held online via Google meet.	
	Interview for this position will be held between 10 th July 2024 and 9 th August 2024 at the National Center for the Holy Quran.	
Publication of "Points Awarded to Candidates (A2 Sheet)"	Within 3 days from the date of interview, the "Points Awarded to Candidates (A2 Sheet)" will be published on website of the office. Any complaint regarding the manner in which the points have been awarded to the candidates, should be submitted to this office within 3 days from the date of publication of A2 sheet.	
For more information, please contact 3019306 / E-mail to hr@nchq.gov.mv.		

2nd July 2024



Ibrahim Abdul Kareem
Director

