



## Discover Language, L.L.C.

### Application for Employment

"You need to love English before you can learn it"  
- Miriam Ellis

Dear future teacher,

Thank you for your interest in this once in a lifetime opportunity to teach English overseas. We are grateful you are willing to take this time to consider employment with Discover Language, L.L.C. as an English teacher. There are wonderful opportunities and experiences awaiting you in the future as you take this chance to teach English in another country. You will have the opportunity to learn about a new culture and language and see what life is like outside the Western countries. Good luck with your application process. We look forward to meeting you!

Sincerely,

A handwritten signature in black ink, appearing to read 'Aaron Wong'. The signature is written in a cursive style with a long horizontal line extending to the right.

Aaron Wong  
General Manager – U.S. Operations

# Discover Language, L.L.C.

## Application for Employment

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### PERSONAL CONTACT INFORMATION

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Other: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Best time to be reached: \_\_\_\_:\_\_\_\_ AM/PM

### EDUCATION EXPERIENCE (Please list all education after high school)

School 1: \_\_\_\_\_

City and State: \_\_\_\_\_

Graduation Date: \_\_\_\_\_ Degree Type:  BA/BS  MA/MS  Other: \_\_\_\_\_

Degree: \_\_\_\_\_

School 2: \_\_\_\_\_

City and State: \_\_\_\_\_

Graduation Date: \_\_\_\_\_ Degree Type:  BA/BS  MA/MS  Other: \_\_\_\_\_

Degree: \_\_\_\_\_

School 3: \_\_\_\_\_

City and State: \_\_\_\_\_

Graduation Date: \_\_\_\_\_ Degree Type:  BA/BS  MA/MS  Other: \_\_\_\_\_

Degree: \_\_\_\_\_

Certifications: (Please include date received) (Teaching certificates are a plus)

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**EMPLOYMENT EXPERIENCE** (Please list most recent first)

Yes  No May we contact your employers?

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Dates worked: From \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Responsibilities

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Dates worked: From \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Responsibilities

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Dates worked: From \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Responsibilities

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Dates worked: From \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Responsibilities

**EXTRACURRICULAR ACTIVITIES**

Please list any other experiences you feel would be helpful in getting to know you (i.e. school clubs, overseas experience, study abroad, languages spoken, etc.)

**OTHER**

Have you ever been convicted of a crime?     No    Yes, explain below:

**JOB PREFERENCES**

Location Desired:     China     Taiwan     No preference

Date Available:    \_\_\_\_\_

Length of Contract\*:     6 Months     1 Year     Summer Camp     Other: \_\_\_\_\_  
(At least 6 months)

\* - 1 Year required for Taiwan

By signing this Application for Employment, I confirm I have answered all of the above questions truthfully and allow a preemployment background check to be instituted. I also recognize that in the case that any information is found to be false will be terms for my immediate dismissal from or any consideration of employment with Discover Language, L.L.C.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Today's Date)

**Please include the following with your application as soon as possible:**

- Resume
- 3 References
- Copies of teaching certificates and diploma  
(If you have not graduated, a transcript is sufficient)

***Mailing Address***

Discover Language L.L.C.  
1214 Wilmington Avenue, Suite 306  
Salt Lake City, Utah 84117  
USA

***Fax***

1-309-276-3295

## Employment Information

So you are interested in a once in a lifetime experience of teaching English abroad? We are just as excited as you are to be able to help these wonderful people learn English. To get started, below is a step by step list of what needs to be done next.

### **English Teacher Preliminary Step:**

#### *Minimum Requirements to teach in China*

- Be a native speaker of English from the United States, Canada, UK (including Ireland and Scotland), Australia, or New Zealand
- Be willing to commit to at least 6 months
- Valid Passport good for at least 6 months after your return date
- Eligible to obtain a Visa to work in China

#### *Minimum Requirements to teach in Taiwan*

- Be a native speaker of English from the United States, Canada, UK (including Ireland and Scotland), Australia, or New Zealand
- Strong knowledge of English grammar rules or willing to learn them
- Be willing to commit to at least 1 year
- Valid Passport good for at least 6 months after your return date
- Will have a Bachelor's Degree or higher from an accredited university by the first day of work
- Eligible to obtain a Visa to work in Taiwan

#### *Preferred Candidates*

- Be a native speaker of English from the United States, Canada, UK (including Ireland and Scotland), Australia, or New Zealand.
- Willing to commit to at least 1 year
- Will have a Bachelor's Degree or higher from an accredited University by the first day of work
- Outgoing, self-motivated, and honest individuals

### **Summer Camp Volunteer Preliminary Step:**

#### *Minimum Requirements to teach in Taiwan*

- Be a native speaker of English from the United States, Canada, UK (including Ireland and Scotland), Australia, or New Zealand
- Strong knowledge of English grammar rules or willing to learn them
- Valid Passport good for at least 6 months after your return date

#### *Preferred Candidates*

- Be a native speaker of English from the United States, Canada, UK (including Ireland and Scotland), Australia, or New Zealand.
- Will have a Bachelor's Degree or higher from an accredited University by the first day of work
- Outgoing, self-motivated, and honest individuals

### **Step 1:**

Apply to Discover Language, L.L.C.

- Fill out an application for employment either online or in our office
- Submit resume, copies of teaching certificates and diploma with your application to our office  
(if you have not graduated, a transcript is sufficient)
- Include 3 References

### **Step 2:**

A Discover Language, L.L.C. representative will call you and set up an appointment for a preliminary interview. The purpose of this interview is to evaluate your experiences and skills. If everything goes well during the interview, you will be notified and sent to Step 3

**Step 3:**

A teacher hiring manager will contact you for a second interview.

**Step 4:**

You will receive a formal letter of employment by email or phone. ***For Summer Camp Volunteers:*** You are financially responsible for your own airfare and visa, but we are willing to work with you if you cannot come up with the full sum. A fundraising packet can be provided upon request.

**Step 5:**

You will be contacted further for more details on what to do to prepare for the most rewarding experience of your life. Congratulations!

