



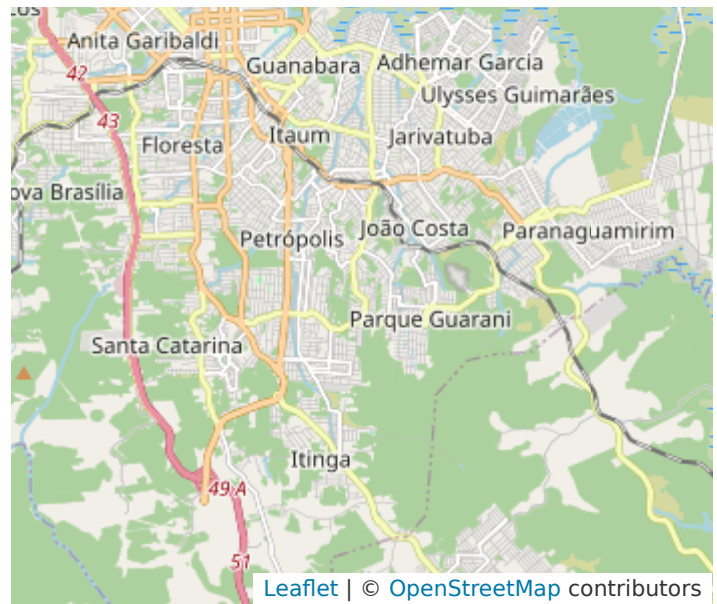
Vacancy summary

Lecturer vacancy at TMC Learning Center

GE0299335

Belinski 47

Vacancy location



Vacancy details

Company: TAX Management & Consulting

Deadline: 20.09.2013

TMC Learning Center announces vacancy for the lecturing position in Accounting

Institution: TMC Learning Center

Job Class: Lecturer

Department: School of Accounting

Responsibilities:

- Teach classes once or twice a week, depending on the syllabus of the subject;
- Have excellent professional skills;
- Ensure timely provision of quizzes, mid-term and final exam results;
- Be disciplined, responsible and accountable;
- Have a constant contact with the current academic manager and make a report in case of change;

- Systematically upgrade professional knowledge; ensure development and improvement of learning methods.

Required qualifications:

- Master's degree/PHD in relevant field;
- Experience in the academic field;
- Professional experience in the respective field will be an asset;
- Excellent communication and interpersonal skills;
- Excellent verbal and written English and Georgian;
- Computer literacy (English and Georgian typing);
- Self-disciplined, with good time management skills;
- Analytical aptitude, planning and attention to details;
- Adaptability and flexibility;
- Honesty and commitment to the principles of the TMC learning center;
- Ability to work independently as well as in a team.

If you meet the requirements, please send a cover letter and a detailed CV in English (with at least 2 references) on our E-mail: Anne@tmcgeorgia.com

Contacts
