

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



NATIONAL CENTRE FOR THE HOLY QURAN

MINISTRY OF ISLAMIC AFFAIRS

MALE'

REPUBLIC OF MALDIVES

Number: (IUL)160-CS/1/2024/57

Position:	Teacher
Required No.	5
Location	ADh. Mahibadhoo, GA. Maamendhoo, R. Alifushi, R. Kinolhas, L. Kalaidhoo
Minimum Qualification & Experience	<ol style="list-style-type: none"> 1. Holy Quran memorization certificate, proof of skill/ ability for the position. OR 2. MNQF Level 5 or 6 Certificate in related Field(Qirat of Quran / teaching Quran) and at least 2 years of experience as a Hifz/Quran Teacher (Should provide documents) 3. Excellent with the Quran in terms of memorization and Tajweed (including makhaarij) 4. Reliable and dedicated individual 5. 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. <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.
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"> Completed application form (Available from the office website, counters and the above link) CV must include contact number, email address, subject applied, and schools worked (if any). Passport copy; Bio data and address page. (should have minimum 1 year validity) Academic certificates with transcript (Accredited by MQA) Experience certificates/Letters (attested) <p>Applications without a complete document set (mentioned above) will be rejected.</p>												
Criteria for selection of the most suitable candidate:	<p>Criteria for awarding points to teachers</p> <table border="1" data-bbox="379 779 1187 1160"> <tr> <td>C.S. Qualification from S 13 rank</td> <td>25</td> </tr> <tr> <td>C.S. Qualification from S 15 rank</td> <td>30</td> </tr> <tr> <td>C.S. Qualification from S 11 rank</td> <td>30</td> </tr> <tr> <td>Experience beyond the basic requirement</td> <td>30</td> </tr> <tr> <td>Interview</td> <td>30</td> </tr> <tr> <td>Practical</td> <td>35</td> </tr> </table> <p>The candidate will be appointed if he/she has obtained a total of 55 and above points in all sections of the criteria.</p>	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
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Application Deadline:	<p>Applications should be submitted to the National Center for the Holy Quran by 13:30 (Maldives Time) on Thursday, 22nd August 2024 Application forms and documents will also be accepted via e-mail info@nchq.gov.mv.</p> <p>If the Government designates a new holiday before the expiry of the announcement, the application will be accepted for the number of days designated.</p>												
Shortlisting:	<p>The candidates who receive the highest points will be shortlisted based on their educational qualifications and experience.</p>												
Interview and Examination Venue and Duration:	<p>Shortlisted candidates will receive an email with information on the date for the interview. The interview will be held online via Google meet.</p> <p>Interview for this position will be held between 25th August 2024 and 24th September 2024 at the National Center for the Holy Quran.</p>												

**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.

18th August 2024



Ibrahim Abdul Kareem

Director

