



King Mongkut's Institute of Technology Ladkrabang's Announcement
Regarding the Recruitment of Candidates for the Institution
(Special Institute Employee)
42 Bangkok

King Mongkut's Institute of Technology Ladkrabang has opening for selection candidates to be a special institute employee work at 42 Bangkok which will work until September 30, 2022

1. Opened positions **2 positions**
At 42 Bangkok

1.1 Position : Foreign Expert in Information Technology Computer
Employee No. 433(ศ) and 434(ศ)

Salary 50,000 THB

1.2 Specific qualifications

- 1) Have knowledge in Information Technology, Computer, Architecture of other related fields.
- 2) Have experiences in IT Software Network Administration Social Media and Communication.
- 3) Have a good knowledge about 42 Education and Program.
- 4) Fluent in the English Language

1.3 Role and Responsibilities

1.3.1 Employee No. 433(ศ)

- 1) Manage the IT infrastructure for 42 Bangkok.
- 2) Monitoring and maintaining computer systems and networks for 42 Bangkok
- 3) Oversee the Technical Support for KMITL students and staff.
- 4) Evaluating Students on some of the Projects.
- 5) Perform ofther work-related duties as assigned.

1.3.2 Employee No. 434(ศ)

- 1) Manage the communication on all social network platforms.
- 2) Engage and communicate with students, staff, or anyone about all events regarding 42 Bangkok
- 3) Monitor and maintain the 42 Bangkok curriculum.
- 4) Praticipate and engage with the rest of the 42 Network in order to maintain a good partnership with the other 42 schools around the world and get support and ideas to develop the 42 Bangkok branch.
- 5) Plan and oversee events such as Workshops, Hackathons, or festivals within the campus or related to 42 Bangkok
- 6) Perform other work-related duties as assigned.

2. General and specific qualifications

To be eligible to apply for open positions, applicants must not have a prohibited characteristic under Item 10 of King Mongkut's Institute of Technology Ladkrabang Regulations on Human Resource Management B.E. 2562.

10.1 General qualifications

- (1) All national
- (2) aged above 18
- (3) venerating the constitutional democracy
- (4) having other qualifications specified by the Human Resource Committee

3. Documents

3.1 A completed application form;

3.2 **Copies of Bachelor, Master, and Doctoral degree certificates or certificates of graduation approved by the university council;**

3.3 Copies of Bachelor, Master, and Doctoral degree transcripts;

3.4 Copies of the national ID card;

3.5 Copies of the house registration;

3.6 Copies of military exemption or military service certificate (male applicants only);

3.7 Copies of medical certificate no more than one month old;

3.8 Resume or CV;

3.9 Other relevant documents such as the marriage certificate, the certificate of change of name (if applicable).

3.10 One 1" x 1" photo (no older than six months). The photo must be in full-face view directly facing the camera, without a hat or glasses.

Note: (1) Please certify and sign all document copies and combine them into a single PDF file. Attach photo to an application form. All document copies must be arranged in order from 3.1 to 3.10.

(2) If any of the required documents are not submitted, applicants will be disqualified

4. Application fee

The application fee for

- | | |
|------------------------|---------|
| - Bachelor's degree is | 40 THB. |
| - Master's degree is | 50 THB. |
| - Doctoral degree is | 60 THB. |

The fee is non-refundable in any circumstances.

5. Terms and conditions

5.1 Applicants are responsible for checking and verifying that they meet qualifications and do not have a prohibited characteristic. They must complete the application form truthfully and submit all required documents. All document copies must be certified and signed by an applicant. Should an applicant fail to do so, or submit false or falsified documents, he/she will be disqualified.

5.2 **Applicants are required to follow the Institute's announcements.**

5.3 On their appointment day, successful applicants must not be employed by central or local governmental sectors, state enterprise or other state agencies.

5.4 The Electronic Transactions Act, B.E. 2544 as amended by the Electronic Transactions Act, (No. 2) B.E. 2551 shall be applied to this application process. Should an applicant intend to provide false or falsified information and documents, he/she may be subject to the Criminal Code Section 137. ที่

5.5 **All processes of recruitment will be in Thaiเทคโนโลยีพระจอม**

6. Timeline and application processes

6.1 **The application period is from now to November 15 , 2021** Those who are interested can apply by sending the application package to **hr@kmitl.ac.th**. Those who are qualified and wish to apply for the open positions should follow these steps.

(1) download an applicant form from **hr.kmitl.ac.th**;

(2) complete the form and submit the application package and proof of payment of application fee to **hr@kmitl.ac.th**. The email subject must be "Applying for a special institute employee position—your name". Please call +662-329-8000 ext. 3272 for more information.

Note: If applicants are living abroad, they may pay the application fee on the interview day. However, they are required to inform the Institute about the late payment and this will be considered on a case-by-case basis. Applicants will receive a confirmation email if their request for late payment is approved.

6.2 The application fee should be paid via a mobile banking application and a payment proof must be submitted along with the application package. The application remains incomplete until the application fee is paid.

Payment via bank transfer

Bank: Siam Commercial Bank, King Mongkut's Institute of Technology Ladkrabang Branch

Bank account name: King Mongkut's Institute of Technology Ladkrabang

Bank account number: 088-2-11066-5

Bank account type: saving

7. Announcement of eligible applicants

List of eligible applicants, together with information of testdate, will be announced on **November 19, 2021** on hr.kmitl.ac.th.

8. Selection method (200 points)

Applicants' knowledge and skills will be evaluated through interviews or practices or other means deemed appropriate by the selection committee. The average score of successful applicants must not be lower than 60 percent.

9. Employment terms and conditions

Selected applicants will receive a letter requesting criminal background check. The applicants bring this letter to request the background check at the police station located in the same district in which the applicants' house address is registered or at the Royal Thai Police Headquarters (as the case may be). and found to have "criminal record", their employment will be terminated.

10. VISA

KMITL will provide the successful candidate with documents to apply for VISA and Work permit (All procedures and fees shall be the responsibility of the successful candidate)

11. Welfare

- Group life insurance
- Group accident insurance

Announced on November 2, 2021



(Associate Professor Dr.Chamroon Laosinwattana)

Executive Vice President for Human Resource

Development acting as

President

2021/11/02 Time 06:53:18 Non-PKI Server Sign-LN

Signature Code : QwA0A-DAANA-AxADQ-ANgBG