

# WE'RE HIRING

## HERE IS YOUR OPPORTUNITY TO JOIN OUR TEAM

### ABOUT US:

Kabojja International School (KIS) is a premier education institution in Uganda offering globally recognised curricula. The British Cambridge Curriculum and the International Baccalaureate (IB). With a commitment to academic excellence, holistic development, and global readiness, KIS serves learners from over 30 nationalities, creating a truly international learning community.

We are therefore looking for professional, experienced talent to add to the current professional team. If you are the candidate and looking for professional growth with relevant qualifications and experience, submit your credentials to:

### HUMAN CAPITAL MANAGER

**Email: [humancapital@kabojjainternational.com](mailto:humancapital@kabojjainternational.com)**

### The following positions are available;

S/N	Job Title	Grade	Required No. of position	Function	Job Summary/Description
<b>International Baccalaureate (IB) Function</b>					
1	Teacher IB MYP Music	MYP & PYP	1	International Baccalaureate (IB)	To deliver engaging and innovative lessons to learners in accordance with the IB curriculum framework.
2	Teacher IB MYP Visual Art	MYP & PYP	1	International Baccalaureate (IB)	To deliver engaging and innovative lessons to learners in accordance with the IB curriculum framework.
3	Teacher IB Mathematics	MYP, DP & Cat 1 training	1	International Baccalaureate (IB)	To deliver engaging and innovative lessons to learners in accordance with the IB curriculum framework.
4	IB Individual & Societies	MYP, DP & Cat 1 training	1	International Baccalaureate (IB)	To deliver engaging and innovative lessons to learners in accordance with the IB curriculum framework.
5	Teacher of ICT/Digital Society	MYP & PYP	1	International Baccalaureate (IB)	To deliver engaging and innovative lessons to learners in accordance with the IB curriculum framework.
6	Teacher of Language acquisition (French)	MYP, & PYP	1	International Baccalaureate (IB)	To deliver engaging and innovative lessons to learners in accordance with the IB curriculum framework.
<b>HighSchool – Cambridge Function</b>					
7	Teacher of Physic & Mathematics	Year 7–13	1	High School – Cambridge	Tasked with providing excellence in the subject(s). You will hold a pivotal position in establishing an engaging learning atmosphere and nurturing intellectual and personal growth of learners.
8	Teacher of Biology & Chemistry	Year 7–13	3	High School – Cambridge	Tasked with providing excellence in the subjects. You will hold a pivotal position in establishing an engaging learning atmosphere and nurturing intellectual and personal growth of learners.
9	Warden/Teacher ( <b>MALE ONLY</b> )	High School	2	High School – Cambridge	Responsible for the wellbeing and safety of learners residing in the designated house or dormitory. Reporting directly to the Student Dean. The House Warden is responsible for creating a positive and conducive living environment, resolving issues and fostering a sense of community within the learner housing facility.
10	Science Lab Technician	High School	1	High School – Cambridge	To maintain and organize the science laboratories, assisting teachers and learners with experiments and demonstrations. Ensuring the safe and efficient operation of the labs. The Science Lab Technician will work closely with the Head of Department and other department members to enhance the quality of science education at our institution.
11	Teacher of Economics, Business & Accounts	High School	1	High School – Cambridge	Tasked with providing excellence in the subject(s). You will hold a pivotal position in establishing an engaging learning atmosphere and nurturing intellectual and personal growth of learners.
12	Teacher of Geography	High School	1	High School – Cambridge	Tasked with providing excellence in the subject(s). You will hold a pivotal position in establishing an engaging learning atmosphere and nurturing intellectual and personal growth of learners.
13	Teacher of English Language & literature	High School	1	High School – Cambridge	Tasked with providing excellence in the subject(s). You will hold a pivotal position in establishing an engaging learning atmosphere and nurturing intellectual and personal growth of learners.
<b>Primary School – Cambridge Function</b>					
14	Clubs' Coordinator	Key Stage 1 & 2	1	Primary School – Cambridge	To manage the various clubs and sports activities within the institution while coordinating and supervising sports coaches. Ensuring the smooth operation of clubs and promoting a positive and inclusive club culture.

15	HOD Science	Key stage 1 & 2	1	Primary School - Cambridge	To oversee and guide a team of dedicated employees across various subjects/areas. Ensure high quality educational experiences for learners, fostering a positive learning environment and promoting the overall development of learners within Key Stage 1 & 2.
16	Teaching Assistant	Key stage 1 & 2	1	Primary School - Cambridge	To provide essential support to teachers helping to create a positive and effective learning environment for students.
17	Teacher	Key stage 1	1	Primary School - Cambridge	Responsible for delivering high quality education and fostering a positive learning environment. Nurturing the academic and personal growth of primary school learners.
Early Years Foundation Stage (EYFS) – Cambridge Function					
18	Teacher of Art	KG – Reception	1	EYFS	To deliver high quality education and providing comprehensive pastoral care to learners. Working collaboratively with colleagues to implement the curriculum and pastoral program.
19	Teacher	Day Care	2	EYFS	To deliver high quality education and providing comprehensive pastoral care to learners. Working collaboratively with colleagues to implement the curriculum and pastoral program. Must have knowledge in day care management.
20	Teaching Assistant	KG – Reception	1	EYFS	To provide essential support to teachers helping to create a positive and effective learning environment for students.
Learning Support Function					
21	Learning Support Assistants (Personal Assistants)	Cross Function	3	Learning Support	The Learning Support Assistant/Personal assistant will work closely with the Learning Support Educator to provide essential support to students in various aspects of their academic and personal development. This role is instrumental in creating a conducive and inclusive learning environment by assisting students with diverse needs and facilitating their access to resources and guidance.
22	Teacher of English as Second Language (ESL)	Cross Function	1	Learning Support	To assist students with diverse learning needs in achieving their academic and personal goals. Working under the guidance of the Learning Support Coordinator, the ESL teacher provides individualised support, resources, and strategies to promote student success.
Finance & Investment Function					
23	Accountant	Cross Function	1	Finance & investment	To uphold financial & investment records including tuition, resources and assets throughout their life cycle. Ensuring they are appropriately capitalised, maintained, utilised and disposed of when necessary.
Information Technology Function					
24	Information Technology Manager	Cross Function	1	Information Technology	To provide strategic and operational leadership in technology innovation and establish information management as a critical success factor in the institution's business processes.
Operations Function					
25	Bus Assistant	Cross Function	3	Operations	To offer crucial support, supervision and aid to learners. Enhancing the learners' travel experience and ensuring comfort.

### Who are we looking for:

Job Requirements
<ul style="list-style-type: none"> <li>At least an undergraduate degree level in the specific role applied for.</li> <li>At least an undergraduate in Education or equivalent work experience in international education.</li> <li>At least three(3) or more years relevant work experience in British &amp; International Baccalaureate(IB) curricula.</li> <li>For a teaching role, one must have knowledge of IT applications and programs specifically Google tools, Zoom, Microsoft team, and google classroom. General analytical Skills and ability to use Microsoft program specifically MS Excel, MS Word, and MS PPT.</li> <li>Knowledge in child protection and learning support/special needs.</li> <li>Good command of oral and written communication.</li> </ul>

### Note:

- We shall **ONLY** receive soft copy applications.

### Application Procedure

The email subject line should indicate;	Your Name, Job Title and Function
Please attach the following documents to the email. (Do not include them in the body of the email).	CV, Active References, Academic Credentials, Testimonials & Cover Letter. Indicate your salary expectation and when you can start.

We appreciate your interest and effort in applying for the position(s) however only candidates who complete the application fully and are short listed will be considered for the next stage of the recruitment process. Any application that does not follow the guidelines will automatically be disqualified.

**DEADLINE: 13<sup>th</sup> July 2025**