

## VACANCY AVAILABLE

Applications are invited to fill up the following post in **Al Hidayah Islamic Institute**, Madaripur.

Positions	Subject	Qualification
Junior/Assistant Teacher	Arabic	Skilled and experienced teacher in Arabic. Must have 4 language skills, be enthusiastic and creative in teaching, and be skilled in teaching the language in an interesting and easy way.
Junior/Assistant Teacher	Quran	Skilled and experienced Hafiz Quran. Recitation must be pure and beautiful, must know the necessary rules of Tajweed, must be hardworking, and must have a desire to learn.
Junior/Assistant Teacher	ICT	Must have a basic knowledge of computer Hardware and Software. Bachelor in any subjects from any University.
Junior/Assistant Teacher	Math	Bachelor in any subjects from any University.
Junior/Assistant Teacher	English	Excellent command of spoken & written English. Strong classroom management & communication skills Genuine passion for teaching and student development. Bachelor in any subjects from any University.

### Application

You will be required to send your CV and Covering Letter to... [ahinstedu@gmail.com](mailto:ahinstedu@gmail.com)

### Additional Requirements

- Maximum age for teachers is 35 years. (Relaxation is available for eligible candidates)
- Freshers are also encouraged to apply.

### Deadline

November 30, 2025.

### Remuneration

Attractive remuneration package will be offered.

### Working Hours

Saturday – Wednesday: 8:00AM – 3:30PM (Full Time)

### Job Description

- We are looking for a dedicated Teacher to join our qualified team of educators.
- To provide an appropriate learning experience to students according to the objectives and curriculum policies of the Madrasah.
- To ensure commitment to the Islamic belief and its values.

- To monitor and support the overall progress and development of students.
- You will be in charge of developing and implementing a comprehensive educational teaching plan in accordance with the requirements of the Institute.
- It will be critical to provide students with knowledge and instruction while also assisting them in the development of their personalities and skills.

### **Required**

- Must have knowledge of Makharij and Tajweed and be able to teach it to students.
- Demonstrate the ability to teach basic Islamic curriculum.
- Ability to relate well to children of all ages.
- Strong Islamic character with good communication, organisational and leadership abilities.

### **Responsibilities (includes but not limited to)**

- ❖ Lessons should be presented in a comprehensive manner, and visual/audio aids should be used to aid learning.
- ❖ Individualize instruction for each student by promoting interactive learning.
- ❖ Assess and record students' progress and grades along with providing feedback.
- ❖ Maintaining a safe and healthy atmosphere.
- ❖ Participate in regular one on one meetings and collaborate with other teachers, parents, and stakeholders.
- ❖ Plan and carry out educational activities and events both in and out of the classroom.
- ❖ Must be able to build a good relationship with the students so they feel safe and secure.
- ❖ Observe and comprehend students' behavior and psychology, and report any suspicions of neglect, abuse, or other inappropriate behavior.
- ❖ Attending seminars, conferences, and other events that can help you develop and expand your professional skills and knowledge.
- ❖ To keep up-to-date with all school information, e.g. the weekly diary and newsletter, the staff handbook, e-mail and information sent via the pigeon-hole daily.
- ❖ To plan and prepare courses and lessons for the groups assigned.
- ❖ To teach all students according to their educational needs. This includes the setting, marking, assessing of classwork, homework, projects, coursework etc.
- ❖ To keep records of students' attendance at every lesson as well as classwork, homework set and completed.
- ❖ To review and evaluate work programmes.

### **Additional Information**

- The Madrasah is compliant with the Quran and Sunnah, and we expect all staff (and potential staff) to comply with the Quran and Sunnah.
- Must be a fully practicing Muslim /Muslimah

**Location: Ramarpole, Mollarhat, Kalkini, Madaripur.**

**Contact: +8801799-410963**