Jazan University
English Language Center

RECRUITMENT INFORMATION FOR
PROSPECTIVE JOB CANDIDATES
2015 / 1436
<table>
<thead>
<tr>
<th>Item</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kingdom of Saudi Arabia</td>
<td>3</td>
</tr>
<tr>
<td>Jazan</td>
<td>5</td>
</tr>
<tr>
<td>Jazan University</td>
<td>7</td>
</tr>
<tr>
<td>English Language Center</td>
<td>9</td>
</tr>
<tr>
<td>Teaching</td>
<td>11</td>
</tr>
<tr>
<td>Housing</td>
<td>12</td>
</tr>
<tr>
<td>Schooling</td>
<td>12</td>
</tr>
<tr>
<td>Child-minding</td>
<td>12</td>
</tr>
<tr>
<td>Shopping</td>
<td>13</td>
</tr>
<tr>
<td>Leisure</td>
<td>14</td>
</tr>
<tr>
<td>Restaurants</td>
<td>15</td>
</tr>
<tr>
<td>Banking</td>
<td>15</td>
</tr>
<tr>
<td>Transportation</td>
<td>15</td>
</tr>
<tr>
<td>Hajj and Umrah</td>
<td>16</td>
</tr>
<tr>
<td>Clothing Guidelines</td>
<td>17</td>
</tr>
<tr>
<td>Contact Information</td>
<td>18</td>
</tr>
<tr>
<td>Steps to Follow</td>
<td>18</td>
</tr>
</tbody>
</table>
Kingdom of Saudi Arabia

Saudi Arabia is a Middle Eastern country that occupies most of the Arabian Peninsula. It was founded in 1932 by King Abdul-Aziz bin Abdul-Rahman Al-Saud. It has coastlines on the Indian Ocean, Arabian Gulf and Red Sea.

Its neighbouring countries are:
- Jordan - northwest
- Iraq and Kuwait - northeast
- Bahrain and Qatar - east
- The United Arab Emirates - southeast
- Oman and Yemen - south

Saudi Arabia is the birthplace of Islam. It also contains the holy Muslim cities of Makkah and Madinah. It has many expats from around the globe including British, Canadians, Americans, Europeans, Sudanese, Yemenis and South-Asians.
<table>
<thead>
<tr>
<th>Key Facts</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital</td>
<td>Riyadh</td>
</tr>
<tr>
<td>Government</td>
<td>Monarchy</td>
</tr>
<tr>
<td>Currency</td>
<td>Saudi Riyal (SAR)</td>
</tr>
</tbody>
</table>
| Area      | total: 1,960,582 km²  
water: 0 km²  
land: 1,960,582 km² |
| Population| 27,601,038 includes 5,576,076 non-nationals (July 2007 est.) |
| Language  | Arabic |
| Religion  | Islam |
| Calling Code| +966 |
| Internet TLD| .sa |
| Time Zone | GMT+3 |
| Electricity| 110/220V, plug types A, C, D, G all used |

For more information please visit [http://en.wikipedia.org/wiki/Saudi_Arabia](http://en.wikipedia.org/wiki/Saudi_Arabia)
Jazan is a small province of Saudi Arabia. It stretches approx. 300 km along the southern Red Sea coast, just north of Yemen. It covers an area of 11,671 km² with 13 divisions. Jazan has a population of 1,365,110 (2010 census). The province includes over 100 islands in the Red Sea.

Old Jazan City

Jazan is considered the link between the land and sea trade for the southern region of the Kingdom. It is the third largest seaport in Saudi Arabia and the main gate of imported products for the south west corner of Kingdom. It contains the Jazan Valley dam, one of the largest and most important water dams in the KSA, which plays a vital role for irrigation and development of the agriculture sector.
The weather is hot and dry almost all year round, while in the mountain areas like Faifa, it is very cold in winter and moderate during the summer.

Jazan is also home to a major development called the 'Jazan Economic City.' HRH Muhammad bin Nasser bin Abdul Aziz is the current Governor.

Jazan University was established in 2006. It has approximately 70,000 students, male and female. It offers bachelor degrees in most majors and diplomas in some fields. The University has plans to offer graduate studies in the near future.

Although the majority of campuses are in Jazan, the University has campuses in:

- Sabya
- Abu Arish
- Farasan
- Ad-Darb
- Samtah
- Al-Dayer
- Al-Ardah

Jazan University has:

- 12 Faculties
- 42 Departments
- 4 Centres
- 7 Deanships
Jazan University aims to be a leading University that is able to actively participate in:

- leading the development of higher education
- academic excellence
- leadership in scientific research
- innovation in community development and service

The English Language Center (ELC) was established in 2008 through a decree by His Excellency, the President of the University. The ELC offers General English language courses and English for Specific Purposes (ESP) courses to the Preparatory Year students of Jazan University. The mission of the ELC is to ensure high quality English Language pedagogy for Jazan University undergraduates.

The courses offered are:
- English for Health Sciences
- English for Science
- English for Computer Science
- English for Business Administration
- English for Engineering
- General English Courses

The Preparatory Year students take one General English course at Level 1 and one ESP course determined by their major at Level 2. The first and second semester consists of 15 hours per week of teaching, over the duration of 15 weeks.
The ELC is headed by the Director, Majid Gharawi, and is operated through different units such as Curriculum, Examination, Evaluation and so on. The ELC has faculty members / teaching staff from around the Globe: Asia, Africa, Europe and Western countries.

There are currently over 450 teachers of English (male and female) employed at the ELC. The ELC has state of the art classroom aids to maximize the learning output. The ELC continuously offers staff development training courses delivered by Western educators. The ELC aims to prepare excellent cadres of teaching staff, with the following specializations:

- English Language
- TEFL/TESOL/TESL
- Linguistics
- Applied Linguistics
- English for Specific Purposes (ESP)
- Translation
- English Literature

For more information please visit
Teaching

All staff members are expected to work a maximum of 40 hours per week which includes:

- Teaching
- Office Hours
- Administration

There are 15 weeks per semester with a mid-semester break. Assessment consists of several quizzes, 2 midterm exams and one final exam. Teachers are responsible for writing and marking exam papers.

The current text books being used at ELC are:

- Level 1 - Interaction Access (McGraw Hill)
- Level 2 - ESP textbooks

All ELC staff members are granted a one week paid holiday between semesters. All staff are also entitled to approximately 60 days of paid summer vacation. Jazan University follows a lunar calendar.
Housing

Housing in Jazan is owned by private landlords. These are usually two bedroom apartments, with two washrooms. The annual cost range for a two bedroom apartment is approximately SR20,000 – SR30,000 a year (subject to change). In some cases, a group of single male or females opt for sharing a two or three bedroom apartment, to save costs.

New and used furniture is widely available in Jazan.

Schooling

The majority of international schools in Jazan follow an Indian syllabus. However, the Riyadh-Jazan International School which opened in October 2012 follows an American syllabus. The details of each school are given below (subject to change):

<table>
<thead>
<tr>
<th>Name</th>
<th>From/To</th>
<th>Syllabus</th>
<th>Annual Tuition Fees (approx.)</th>
<th>Start</th>
</tr>
</thead>
<tbody>
<tr>
<td>Al-Mustaqbal</td>
<td>KG1-Grade 8</td>
<td>Indian</td>
<td>SR4,000 - (small discount for multiple children)</td>
<td>April</td>
</tr>
<tr>
<td>International school</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Al-Marifa International School</td>
<td>KG1-Grade 8</td>
<td>Indian</td>
<td>SR5,500 (1st child) SR4,800 (2nd child)</td>
<td>April</td>
</tr>
<tr>
<td>Sabya Riyadh International School</td>
<td>KG1-Grade 8</td>
<td>Indian</td>
<td>SR4,000 - (small discount for multiple children)</td>
<td>April</td>
</tr>
<tr>
<td>Riyadh-Jizan International School</td>
<td>Playschool - Grade 7</td>
<td>American</td>
<td>SR8,000 (Playschool) SR8,000 (KG1-KG3) SR10,000 (Grade 1-3) SR11,000-15,000 (Grade 4-9)</td>
<td>September</td>
</tr>
<tr>
<td>Government Schools</td>
<td>Age 6 plus</td>
<td>Saudi</td>
<td>Free</td>
<td>September</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
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Child-Minding/Babysitting/Daycare

Child-minding is generally home-based with various nationalities such as Indian, Egyptian and Arabs. There are some Saudi owned/managed centers. The cost range is approximately SR300 - SR400 per month. A crèche/playschool is also available at the Riyadh Jazan International School.
Shopping

There are several shopping malls in Jazan, with amusement centers and restaurants under one roof. The malls also sell a wide range of international brands. The malls are:

- Al-Rashid Mall
- Kadi Mall
- Marina Mall / Al-Shamil

The malls generally open 8:00 am-12:00 pm and 4:30 pm-11:30 pm, closing for prayer breaks. There are numerous supermarkets across Jazan. They all sell internationally branded food items. They generally open 8:00 am until 1:00 am and are:

- Hyper-Panda
- Panda
- Farm
- Al-Raya (open 24 hours)
- Othaim

There are also many markets, namely:

- fresh fruit and vegetables market
- meat market
- fish market
- flour mills
- Market Dhakli (loose materials)
- souks
There are countless leisure facilities and opportunities in and around Jazan. They include but are not limited to:

- The Jazan Beach (part of the Red Sea)
- An Olympic Stadium
- Gyms (separate for men and women)
- Beauty Salons
- Private hire Swimming Pools
- Scuba-diving
- Annual Cultural/Heritage Festivals
- The Farasan Islands (45 minute ferry journey)
- The famous Faifa Mountains (an hour’s drive)
- Abha, generally with a cooler climate (two hour drive)
There is a delicious variety of food and restaurants across Jazan, both international franchises and local traditional food. The range includes:

- Saudi
- Yemeni
- Turkish
- South-Asian
- Indonesian
- Chinese
- Western fast food franchises

**Banking**

There is a selection of banks in Jazan and most of them offer Internet banking. The main Saudi-based banks are:

- Al-Rajhi Bank
- Riyadh Bank
- SABB (Saudi British Bank)
- Banque Saudi Fransi
- Arab National Bank (ANB)

There are money transfer services available including Western Union and ENJAZ. South Asian expatriate staff can also open a non-residential Indian (NRI) account in Jazan.

**Transportation**

Jazan has a good range of travelling modes across the Kingdom and also specifically for Umrah / Hajj. These include:

- Domestic airport
- Coach Bus → Saptco (government-operated busing service)
  - Jazan to other cities in KSA
- Licensed and unlicensed taxis. Range → locally 5-10 SAR, outskirts 15-25 SAR, further depending on destination
- Car rental is widely available

A new international airport in Jazan is currently under construction.

Please note that foreign driving licenses are not accepted in KSA, thus you will need to take the test again if you wish to hold a Saudi driving license.
All of the transport means mentioned on page 15 can be used for Hajj and Umrah. There are many agents available to arrange Hajj and Umrah packages.

The flight from Jazan to Jeddah is only one hour and it costs approximately SR 400-500 return. Hajj packages range from approximately SR 4000 - SR 9000.
KSA is a conservative Islamic country, where women wear *abayas* (long black loose dress / robe). Female staff travelling from their respective countries should arrange to get one so that it can be worn upon arrival, from the airport. Women in KSA also cover their hair.

Men generally wear casual or formal wear. Most Saudis and Arabs wear a *thobe* (white long piece of attire).

**Work Wear**

Generally, women wear very long skirts with long-sleeve blouses to work.

Long dresses are also acceptable, so long as the arms are covered. South-Asian women usually wear *shalwaar kameez* and *saaris*. Pants (trousers) and short-sleeve tops are typically not permitted at work. If you need to purchase long skirts, you can buy them locally in the malls. These are general guidelines for female staff working in the campuses (i.e. slight variations may exist across colleges).

The males usually wear formal business clothing or thobes to work.
Contact Information and Steps to Follow

Contacts/Further Information

For further information please contact Public Relations at (966) 173235149
You can contact the English Language Center at elc@jazanu.edu.sa (General Inquiries),
elc-job@jazanu.edu.sa (Job Inquiries) or call us on (966) 173235046 and we will be happy
to help. You can arrange a Skype session on Jazan-ELC.

For further information please visit:

Steps to Follow

If you are selected for an interview, a preliminary offer will be made to you and the
rights/responsibilities will be discussed. Both parties will sign the preliminary offer and
you will keep a copy and the original (along with your official invitation letter) will be sent
to the Saudi Cultural Attaché, to secure your position (and visa) with Jazan University.
However, if you are not asked to sign a preliminary offer at the interview, it will not mean
that you have been unsuccessful. You might be on a waiting list and be contacted
accordingly.
You will liaise with the Saudi Cultural Attaché / Embassy or an Agency to finalize the process of:

- Document Attestation
- Medical
- Issue the Visa
- Book Tickets

When the process is complete and you are ready to travel, please contact the University at
elc@jazanu.edu.sa to inform us of your arrival details, so that we can receive you at the
airport.

Wishing you all the best,

Majid Gharawi

Disclaimer: This information is true as at April 2015
(Jumada Al-Thani 1436) and is subject to change.