



**THE EDGE**  
LEARNING CENTER

# JOIN OUR TEAM



## Job Description

### Test Preparation Instructor

The Edge Learning Centers is an education services company that provides a full spectrum of premium educational services. Founded in 2008, the Edge continues to expand rapidly in Asia. Our experienced consultants and tutors offer a wide range of services suitable for different needs, ranging from test preparation, curriculum development, and university admission programs. We pride ourselves as the best in class and offer tailored services to students, with a 100% success rate over the past 14 years.

At Edge, not only you get the chance to work with the cleverest minds in the industry, we are also a fun and energetic group of people who truly want to partner with students, helping them to push the boundaries and succeed academically. At Edge we want you to constantly challenge yourself and come up with new ideas, we are a fast growing team and want to hire great minds who can help students build a future.

### Responsibilities:

- Design and deliver curriculum for students for group and one-on-one lessons on SAT/ACT/SSAT/IELTS/TOEFL/IB/AP/GCSE/A-Level examinations
- Conduct pre- and post- course assessments
- Develop materials for new or existing courses
- Assist in creating additional content such as but not limited to question bank, solution explanations, teacher's manual
- Edit, proofread, and revise existing or newly developed content
- Research and gather resource for projects
- Developing marketing materials and attending marketing events
- Other duties as directed by Head of Academics

### Requirements:

- Ideal candidates possess a BA/BS degree from a Top 10 U.S university
- Deep understanding on education system of US
- Ranked top 10% of SAT/ACT result
- Native English speaker with preferably 1+ years of teaching experience
- Strong writing and analytical skills
- Good written and verbal communication
- Immediately available is preferred

### What we offer:

- 5 days work with flexible working schedule
- Competitive remuneration package
- Birthday leave
- Medical plan
- Systematic training program
- Career advancement programme sponsorship
- Young and energetic working environment

To apply, please send over your CV, work portfolio (optional) and expected salary to [hr@theedge.com.hk](mailto:hr@theedge.com.hk)