








We're Hiring: **ACADEMIC INTERN**

Location: 2nd Floor, Indochina Mall, 74 Bach Dang, Hai Chau, Danang

Reports To: ENGLISH TEACHER

Why You'll Love Working With Us:

-  Hands-on experience in Education & Training
 -  Mentorship from experienced Academic Professionals
 -  Real impact - support Students' learning journey
 -  English-speaking and collaborative workplace
 -  Opportunity for Full-time offer after internship
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Your Role:

As an **Academic Intern**, you'll support the Academic team in day-to-day operations, helping ensure smooth class delivery, student engagement and academic quality. This role offers a great learning experience in a dynamic education environment.

What You'll Do:

- Assist in scheduling classes and coordinating academic activities
 - Help manage teaching materials and classroom logistics
 - Support teachers and learners during class sessions
 - Track learner attendance and academic performance
 - Participate in academic projects and content development
 - Join company events and promotional activities
 - Provide feedback for continuous improvement in teaching & learning
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What We're Looking For:

- University student or fresh graduate (Education, English, or related fields preferred)
 - Passionate about learning, education, and supporting others
 - Detail-oriented, organized, and responsible
 - Strong communication and teamwork skills
 - Proficiency in English (4 skills)
 - Willing to work flexible hours, including weekends
 - Willing to work on a flexible schedule
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Ready to kickstart your career in education? - Apply now and grow with a team that values learning, collaboration and impact.

Contact Us: trangho@pteapac.edu.vn - 036 9974857