



May 19th, 2024

Dear Joris Putteneers,

I am pleased to confirm your offer of employment with INDA, the International Program in Design and Architecture at the Faculty of Architecture, Chulalongkorn University in Bangkok, Thailand. The offer consists of a one-year contract starting from August 1, 2024 including the benefits described below. Your core teaching responsibilities will include the following or equivalent:

August 2024 through December 2024 (Semester 1) (21 hours/week)

Base Salary:

2541211 DSGN III	two 4-hour class/tutorial sessions per week
2541311 ARCH DSGN II	two 4-hour class/tutorial sessions per week

Initiative Salary:

2541141 DSGN TS I	one 5-hour class/tutorial sessions per week
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January 2025 through May 2025 (Semester 2) (21 hours/week)

Base Salary

2541212 ARCH DSGN I	two 4-hour class/tutorial sessions per week
2541312 ARCH DSGN III	two 4-hour class/tutorial sessions per week

Initiative Salary:

2541142 DSGN TS II	one 5-hour class/tutorial sessions per week
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Administrative Roles & Project Coordination (Semester 1, 2 & 3)

	Lab Coordination
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Throughout the year and during each summer semester, you may seek additional teaching opportunities with extra compensation through administrative roles like Lecture Series Coordinator, Publications Coordinator and Social Media Coordinator, project based opportunities like Design Experimentation Workshop Coordinator or INDA Parade Coordinator and our summer programs such as Experiencing Architecture, International Workshop, Design Build Project, or Design Construction Projects for Communities. Project coordination and administrative roles are subject to a selection process and appointment by the INDA Director according to open calls for expression of interest and proposal review.

The remuneration for the academic year will be **THB 78,900.00** per month (excluding tax and social security deductions by local law). INDA will arrange and pay for a Non-Immigrant B Visa and Work Permit upon entry/re-entry into Thailand.

In a first annual contract, INDA will provide:

- Economy class airfare – One-way ticket to Bangkok
- Accommodation allowance of THB 1,500 per day, for up to 15 days.
- Expense coverage to accommodate visa/working permit immigration process while in Thailand;



In a final annual contract, INDA will provide:

- Economy class airfare – One-way ticket from Bangkok
- * The above arrangements can be assisted by administration staff from the INDA office.

Payment schedule for the academic year will be provided on the following dates based on the type of responsibility.

- Base Salary + Initiative Salary, payment processed 3 working days before the end of the month.
- Administrative Roles, payment processed at the end of semester 1, 2 & 3
- Project Coordination, payment processed in monthly increments, starting at the end of the first month of the project

* Base Salary + Initiative Salary figure is comprised of teaching fees for assigned course instruction and a THB 30,000 annual stipend for insurance to be used for purchase on an individual basis.

We trust you will find INDA an exciting and interesting place to work, and Bangkok a vibrant place to live. Should you need any further assistance please feel free to contact our Director, Dr. Shusak Janpathompong. The Academic Year 2024/25 starts on Monday 5 August and your official start date shall be Thursday 1 August. All faculty should attend the faculty seminar and instructor meetings regarding course coordination 1-week prior to the first day of classes, Tuesday 30 July. I look forward to working with you over the coming year and beyond.

Sincerely,

Director, Assist. Prof. Shusak Janpathompong, Ph.D.

International Program in Design and Architecture (INDA)
Faculty of Architecture, Chulalongkorn University,
Phayathai Road, Bangkok 10330, Thailand.