

WE ARE RECRUITING

PEDAGOGICAL ASSISTANT

A dynamic role supporting the quality and development of French language education.

APPLICATION
DEADLINE

**27 JULY
2026**

The Alliance Française de Lahore is looking for a dynamic, organized and motivated Pedagogical Assistant to join its pedagogical team.

Working under the supervision of the Pedagogical Director, the successful candidate will play a key role in ensuring the quality of our French language courses and certification sessions, while contributing to the development of educational activities and projects.

MAIN RESPONSIBILITIES

- Support the Pedagogical Director in the organization and quality assurance of French courses.
- Coordinate teachers' schedules and replacements.
- Monitor teaching activities and prepare statistical and administrative reports.
- Organize and supervise official examination sessions (DELFDALF, TEF and TCF).
- Follow up on student satisfaction and contribute to continuous quality improvement.
- Assist in the development of educational projects and French language promotion events.
- Work closely with the pedagogical, cultural and communication teams.

PROFILE

- Bachelor's degree (Master's degree is an asset).
- Excellent organizational and administrative skills.
- Strong attention to detail and ability to manage several tasks simultaneously.
- Good communication and interpersonal skills.
- Proficiency in Microsoft Office (Excel, Word and Outlook).
- Ability to work independently as well as within a team.
- Previous experience in education, project coordination or administration is an advantage.
- Knowledge of French is appreciated but not required. Candidates with strong organizational skills and a willingness to learn are encouraged to apply.

WE OFFER

- A stimulating international working environment.
- Opportunities for professional development and training.
- The opportunity to contribute to the promotion of French language and culture in Pakistan.

HOW TO APPLY

Send your CV and cover letter to courses@aflahore.org

Apply no later than 27 July 2026.

Only shortlisted candidates will be contacted.

Join us in promoting French language and culture in Pakistan.