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| ZoeCurriculum Vitae | Contact DetailsEmail: zoe.369506@2freemail.com   |
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| **Personal Details** | * Nationality: British
* Date of Birth: 13th April 1976
* Marital Status: Married (no children)
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**Professional Experience**

August 2014 - Present British Council, Hanoi

*Teacher of English* Vietnam

* Teaching English to a range of ages and levels
* IELTS exam preparation
* Preparing and delivering enjoyable lessons
* Writing student progress reports

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|  | September 2013 – July 2014 Independent Contractor *Native-speaking EFL Teacher* Portugal* Teaching English to small groups and individuals at all levels
* Cambridge Main Suite exam preparation
* Providing English language lessons both face to face and via Internet

September 2011 – July 2013 EdCentre*Fulltime Native-speaking EFL Teacher* Czech Republic * Teaching English to groups and individuals at all levels
* Cambridge FCE and CAE preparation
* Teaching on site Business English at all levels
* Developing supplementary materials

September 2010 – June 2011 Agnes’ English School*Assistant Director of Studies* Poland* Teaching English to younger learners and adults at all levels
* Cambridge FCE and CAE exam preparation
* Curriculum planning and implementation
* Course book selection
* Preparing tests and reports and developing class activities
* Running of the school during the owner’s absence

July 2009, July/August 2010, 2011, 2012, 2013 BABSSCO (Rugby) *Summer School EFL Teacher* UK* Teaching English to multinational classes of teenagers
* Teaching English to closed groups of Japanese teenagers
* Liaising with other members of staff to provide a balanced educational program for the students

September 2008 – June 2010 ABC SchoolFulltime Native-speaking EFL Teacher Slovakia* Teaching English language to students aged from 8 - 80 and from beginner to advanced level
* Teaching Business English classes at all levels
* Teaching Medical English to local healthcare professionals
* State, Cambridge Main Suite and IELTS exam preparation

 September 2007 – July 2008 Oxford SchoolFulltime Native-speaking EFL Teacher Poland* Delivering English language classes to a variety of age ranges and levels from elementary to advanced
* Teaching Business English at company premises (Marketing, HR and Finance).
* Exam preparation (City & Guilds) for general and business exams
* Preparing tests, lessons and reports
* Developing students language awareness and pronunciation skills

29th June – 19th August 2007 Concord CollegeSummer School EFL Teacher UK* Teaching English to multinational classes of teenagers
* Liaising with other members of staff to provide a balanced educational program for the students
* Responsible for the after lessons welfare of 12 teenaged multinational girls
* Extra-curricular activity supervision
* Driving school minibus
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| **Education** |
|  | * Bachelor of Arts: English Language (Dalarna University 2013)
* Cambridge DELTA Modules 1 & 2 (Merit and Pass grades)
* Cambridge CELTA Pass B (above standard practical skills)
* Certificate in Teaching IELTS Grade A
* A-Level French
* A-Level German
* A-Level General Studies
* One year course in Psychology

 NCFE Level 1 for IT Users NCFE Intermediate Level Occupational Health and Safety |
| **Additional professional activities** |
|  | Cambridge Speaking Examiner (PET, FCE, and CAE) (Lapsed)June 2013 – Presented at Alternative Language Teaching – Technology in Practice seminarDecember 2010 – Attended ELTea ConferenceApril 2009 - Attended Macmillan teaching conference |
| **Interests and activities** |
|  | I am very interested in learning about new places and cultures and believe that the only way to know a place is to become part of the community. I enjoy swimming and scuba diving as well as studying in my spare time. |