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**Profile**

I am an enthusiastic and hardworking person with a passion for the English language. I have excellent communication skills in both the written and spoken media, and have always had an interest in languages and cultures different from my own. I have experience working with young people, providing work based qualifications and offering advice on further education and training as well as a year working as an ESL teacher, based in South Korea. I am extremely organised and self motivated and enjoy working both on my own and part of a team.

**Education and Qualifications**

2005 – 2010 **Edge Hill University**

BA (Hons) English, classification 2.2

2003 – 2005 **KGV College, Southport**

3 ‘A’ Levels grades A-C: English Lit., History, Geography

1 ‘AS’ Level grades A-C: Government and Politics

1998 – 2003 **Merchant Taylors’ School**

9 GCSE’s grades A\*-B: English Lit., English Lang., History,

Classics, Geography, French, Physics,

Chemistry, Maths

**Employment History**

2012 **Global Education Centre (GEC), Incheon**

ESL teacher

Teaching children aged 5 – 14

Teaching both grammar and conversational classes to adult students.

Planning and delivering fully interactive lessons based around a number of subjects including: Broadcasting, the natural world, music and drama, science and art.

Special programs including: book clubs, visiting local schools and hosting local schools and delivering interactive lessons on various subjects.

2011 – 2012 **Wonderland Plus Academy, Gwangju**

* Native English speaker/ESL teacher
* Teaching children aged 5 – 15
* Making lesson plans
* Planning a curriculum for each class based around the given textbook.
* Helping to choose textbooks relevant to each class.

2011 **Babcock Enterprise**

* Next Step Adviser.
* Contacting previous clients and offering back to work courses.
* Providing advice and guidance regarding training and learning options.
* Offering advice on ways to get back into employment.

2010 – 2011 **Babcock International**

* + - * Business Development Adviser.
      * Liaising with businesses and offering training programs for employees.
      * Providing 16-24 year olds the opportunity to complete work based qualifications.
      * Providing information, advice and guidance to people who wish to gain qualifications whilst at work.

2010 **The Windmill, Ormskirk**

* Waiting on tables.
* Taking customer orders.
* Cash handling.
* Working behind the bar.

2008 - 2009 **Blue Arrow Catering, Liverpool**

* Working at various functions across North West.
* Ability to work different positions in catering, depending on what was required including front of house, food preparation, stock control, cash handling.

2005 **Michael’s Restaurant, Southport**

* Front of house.
* Organising customer bookings.
* Taking customers’ orders.
* Waiting on tables.
* Working behind the bar.

2004 **EEC Home Security, Southport**

* + - * Telesales work.
      * Phoning potential customers from established leads.
      * Offering alarm system consultations.

2004 **The Cedar Tree Restaurant, Southport**

* + - * Taking telephone bookings.
      * Taking customers’ orders.
      * Helping run the bar.
      * Waiting on tables.
      * Setting up and clearing tables.
      * Cash handling.
      * Stock control.

2003 **The Scarisbrick Hotel, Southport**

* + - * Silver service waiter.
      * Hospitality training.

**References**

References available upon request.