

EDUCATION and QUALIFICATIONS

- 1996 Trinity College Certificate in TESOL (Grade B) - Oxford House College, London
- 1985 Diploma in Secretarial Skills - Sight and Sound College, London
- 1974 BA in Art and Design - Liverpool College of Art
- 1968-1969 GCE O Levels, GCE A level Art - Lewes Grammar School for Girls
(followed by Pre-Diploma and degree courses in Art and Art History)

EMPLOYMENT

Jan 01 to date *Freelance English Teacher working for a range of schools and organisations in Berlin-Brandenburg, teaching general, business and technical English (one-to-one and groups) including in-company courses*

As a freelance English teacher in Berlin I have

- taught technical, administrative and managerial staff on-site
- provided tuition for government departments,
- given one-to-one tuition related to accountancy, employment law, insurance, personnel management aviation and medicine
- taught English on courses for unemployed people; covering media studies (including web design), events organisation and business studies
- run social studies workshops for primary school teachers in Brandenburg
- observed and given feedback to trainee English teachers undertaking the CELTA course
- given English Tuition within the following organisations:
Alcatel, Bahlsen, CDU, Daimler-Chrysler (Diplomatic Vehicles Sales), Deutsche Bank(Sinius), Hitachi Software, Philip Morris, Postbank, Office for Urban Development (Senator for Urban Development, Berlin) Siemens, Sony, T-Systems

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April 99 to Dec 00 *English Language Teacher, Angloworld., Holborn, London*

- General and business classes, all levels
- FCE and IELTS examination classes
- Leading workshops on teaching grammar

- 1997 to Mar 00 *Freelance English Teacher working principally for Business English Language Associates, Key Languages and Conrad Executive Language Training*
- Regular classes, also one-to-one (adults and children)
 - In-house corporate training at Nomura Asset Management
 - ESP for catering staff at Chez Nico
- 1997 – 1998 *English Language Teacher, ELT, London*
- Regular classes, all level
 - Summer courses
 - F C E (First Certificate Examination) classes
 - Organising social events
 - Creation and development of resources
- July-Dec 1996 *English Language Teacher, Oxford House College, London*
- 1994 – 1996 *Market Research Assistant, GfK GB*
Analysing data related to the automotive industry; analysing results of specialist product tests conducted throughout Europe; assisting in devising consumer questionnaires (*also employed by this company on a part time temporary basis until December 1999)
- 1988 – 1994 *Market Research Interviewer, Taylor-Nelson and Inra UK*
- 1974 – 1988 *Self Employed Musician/Music Teacher*
Promoting and performing live music; teaching guitar one-to-one and in adult education classes