

years of experience. Successful in teaching groups of up to [Number] students and creating comprehensive understanding of oral and written language. Adept at maintaining relationships with students while monitoring progress.

SKILLS • Progress Reporting • Group and Individual Instruction

- Curriculum Development
- Lesson Planning
- Test Evaluation
- Online Classroom Knowledge
- Classroom Management
- Jolly Phonics Certification
- Parent Communication
- Individualized Learning Plans
- TESOL Certification
- Tutoring and Assistance
- Teacher Collaboration
- Adapting to Different Learning Styles • Health and Wellbeing
- Team Collaboration
- Knowledgeable About Psychology • Patience and Persistence
- Group Leadership
- Azerbaijani Language - Excellent • Russian Language - Excellent • English Language - Excellent • French Language - Excellent • Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint



SUMMARY

DUNYA MAHMUDOVA

Baku BA

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EXPERIENCE

ENGLISH LANGUAGE TEACHER, 09/2020 - 09/2023

Landau School, Baku

- Used varied instructional resources and tools to strengthen English language skills.
- Worked with English language learners in small groups to develop fluency.

Well-read English Language Teacher with [Number]

- Developed and implemented activities and lessons to improve vocabulary and

- sentence structure.

- Evaluated student progress, recorded scores and revised plans for reteaching of

subject matter where necessary to accomplish learning.

Worked one-on-one with struggling students to shore up learning in specific skills and

- concepts.
- Encouraged students to join class discussions and activities, promoting inclusion, social development and comprehension of class concepts.
- Administered timed reading, writing, speaking and comprehension exams to students. Wrote custom materials for teaching concepts and material to supplement or replace standard materials to add interest, focus on specific concepts and meet learning needs of student population.
- Created age and interest appropriate reading lists to expand students' vocabulary and comprehension skills.
- Consulted with students to identify reasons for poor performance, gain understanding of personal struggles outside classroom and devise plans for remediation.
- Met with parents and administration to advocate for student needs.
- Taught reading comprehension, writing, grammar and literature in team teaching environment with other teachers.
- Met with parents at planned meetings and in ad hoc conversations to discuss student challenges, behavior modification and performance.
- Developed detailed lesson plans for classes to meet educational needs of diverse student population.
- Adapted curriculum for innovative classes of students with specialized plans for individual students.
- Selected by administration to lead textbook adoption team for new literature textbooks and instructional material for next year.

ENGLISH LANGUAGE TEACHER, 02/2018 - 09/2021

GSL educational centre, Baku, Privacy

- Used varied instructional resources and tools to strengthen English language skills.
- Worked with English language learners in small groups to develop fluency.
- Encouraged students to join class discussions and activities, promoting inclusion, social development and comprehension of class concepts.
- Consulted with students to identify reasons for poor performance, gain understanding of personal struggles outside classroom and devise plans for remediation.
- Met with parents and administration to advocate for student needs.
- Taught reading comprehension, writing, grammar and literature in team teaching environment with other teachers.
- Met with parents at planned meetings and in ad hoc conversations to discuss student

- challenges, behavior modification and performance.
Adapted curriculum for innovative classes of students with specialized plans for
- individual students.
Implemented structured writers' workshop to teach composition and writing techniques
- to help students developed skills for college prep work.

EDUCATION AND TRAINING

Azerbaijani University of Languages,

Baku, 04/2018 Faculty of Education