



Gunel Mamedova

Nationality: Azerbaijani **Date of birth:** 31/01/2000 **Gender:** Female

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ABOUT MYSELF

Dedicated and responsive professional with proven skills in classroom management, behavior modification, and individualized support. Comfortable working with students of different skill levels to promote learning and boost educational success. Serves as role model by using growth mindset to develop young minds and inspire love of learning.

EDUCATION AND TRAINING

Bachelor of Spanish to Russian translator

Azerbaijan University of Languages [15/09/2017 – 15/06/2021]

City: Baku | Country: Azerbaijan | Website: <https://adu.edu.az>

LANGUAGE SKILLS

Mother tongue(s): Azerbaijani | Russian

Other language(s):

Spanish

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

English

LISTENING C1 READING C1 WRITING C1

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

French

LISTENING A2 READING A1 WRITING A2

SPOKEN PRODUCTION A2 SPOKEN INTERACTION A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

VOLUNTEERING

[27/04/2018 – 29/04/2018] Baku

Formula 1 Azerbaijan GP

Aiport Team Volunteer

[29/10/2019 – 31/10/2019] Baku

2019 International Humanitarian Forum

Guest Services Volunteer

WORK EXPERIENCE

English and Spanish teacher

IMB Academy [24/09/2021 – 12/05/2022]

City: Baku | Country: Azerbaijan

- Organize classroom lectures and coursework
- Prepare materials and activities
- Assign homework and interesting exercises
- Identify students with special requirements and create individualized plans
- Determine exam and assignment grades
- Provide feedback based on workload and classroom behavior
- Keep a record of students' attendance and grades
- Research new language teaching methods
- Manage classroom crises and resolve conflict
- Inform parents about their children's performance
- Collaborate with teaching staff and administrators to foster a good student experience

General English and Pre-IELTS Instructor

LTC Center [16/09/2022 – 23/06/2023]

City: Baku | Country: Azerbaijan

- Conducting regular IELTS practice tests and assessments.
- Providing individual feedback and guidance to students.
- Developing instructional materials and resources for IELTS preparation.
- Organizing interactive and engaging sessions to improve students' English language skills.
- Maintaining records of students' progress and attendance.

General English Teacher

LED Academy [25/09/2023 – Current]

City: Baku | Country: Azerbaijan

- Organising and delivering classroom lectures to students.
- Evaluating a students' class work and assignments.
- Preparing classroom and coursework materials, homework assignments, and handouts.
- Recording and maintain accurate student attendance records and grades.
- Classroom management.
- Developing English lesson plans in line with the National Curriculum.
- Maintaining discipline in the classroom.
- Creating a vibrant teaching atmosphere.

Kapanak Early Learning Centre

Teacher [27/08/2024 – Current]

City: Baku | Country: Azerbaijan

Early Childhood Educator :

- Teach children aged 5-6 years, implementing the curriculum through play-based and exploratory learning activities.
- Design and deliver engaging lessons to foster cognitive, language, and social skills development.
- Create a safe, inclusive, and stimulating environment that encourages curiosity and creativity.
- Collaborate with parents through regular communication and parent-teacher meetings to support individual learning goals.
- Lead interactive storytelling and art projects to enhance language development and self-expression.

DIGITAL SKILLS

Microsoft Excel / Microsoft Word / Power point

CERTIFICATIONS

[2024]

ECIS Academy

ECIS Level 1 Certificate in Child Protection

[08/10/2024]

Baker's Education Team

Building Math Minds and Numerical Thinking Through Play

DRIVING LICENCE

Driving Licence: B1

Driving Licence: B