

## PERSONAL INFORMATION

## Anca-Mădălina Preoteasa



 Calea Bucuresti, Nr70, 200516 Craiova (Romania)

 +40751192510

 preoteasaanca95@gmail.com

## WORK EXPERIENCE

05/10/2017–25/06/2021

## Teaching professional

Tower Hill Language Center, Craiova (Romania)

Teaching English at a private school, organising contests and activities such as the Summer Camp in 2018 and 2019, as well as having courses consisting in teaching English Civilization and Drama Club.

05/10/2017–Present

Teaching English, Tutoring

01/10/2018 – 01.06.2019

Kindergarten Teacher

05/10/2019–Present

Teaching Spanish, Tutoring

01/05/2022- 01/06/2022

Copywriter at Inspira International School

I produced engaging, clear texts, researched and proofread various pieces of writing. I did email marketing, created brochures and flyers.

## EDUCATION AND TRAINING

01/10/2014–10/07/2017

## Bachelor's degree - Letters

University of Craiova, Craiova (Romania)

English and Spanish Languages.

Graduation grade 9,81.

01/10/2014–28/06/2017

## Psycho-pedagogical module - Level 1

Universitatea din Craiova, Craiova (Romania)

14/09/2015–12/02/2016

## Erasmus Plus Program

Universidad de Granada, Granada (Spain)

09/2010–07/2014

## Baccalaureate Diploma

"Traian Vuia" High School, Craiova (Romania)

Social Sciences

## PERSONAL SKILLS

Mother tongue(s) Romanian

Foreign language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Spanish	C1	C1	C1	C1	C1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills -great communication skills gained after working as a teacher and having to interact with children of all ages from kindergarten to high school, as well as interacting with adults while tutoring.

Job-related skills

- Ambitious
- Committed
- Diligent
- Fast learner
- Organised
- Patient due to Working with People
- Time Management Skills
- Class Management Skills
- Team Working Skills

Digital skills	SELF-ASSESSMENT				
	Information processing	Communication	Content creation	Safety	Problem solving
	Proficient user	Proficient user	Basic user	Independent user	Basic user

Digital skills - Self-assessment grid

Good command of Office suit.  
Skilled in HTML, CSS, JavaScript , Angular and TypeScript.

Driving license B