

Contact

E: Joe.hookham@googlemail.com

T: 07931 626 365

A: 32 Mowbray Road, Norton,
Stockton on Tees

TS20 2PZ

References

NICOLA CRABB

ESOL Programme Area Leader

Stockton Riverside College,
Harvard Ave
TS17 6FB

01642 865400

nicola.crabb@stockton.ac.uk

DENISE HOPGOOD

Academic Manager – Summer & Short Courses

St Clare's
Oxford, UK

01865 517381

denise.hopgood@stclares.ac.uk

Profile

I am an ESOL Lecturer looking for a career outside of education. Much of my background is in teaching and whilst I have become a very effective teacher, there is limited room for growth and progression. I am looking for a position where I can be part of a more cohesive team that regularly develops and improves on ideas. A field where I'll be regularly challenged and required to learn and apply new systems and technologies. This is in part why I'm teaching myself programming.

Education

2022 – PRESENT

Udemy

Full stack web development

(HTML, CSS, Javascript, Node.JS, React, Git & Github)

JUNE 2019

University of Teesside

CELTA

2006 - 2009

University of Sunderland

(BA) Film and Media – First Class Honours.

2003 - 2005

Bede College

A Level - Film Studies (B), Business & Economics (B)
AS Level - Philosophy & Ethics (B)

1998 - 2003

St Michael's Secondary School

10 GCSE's (A-C) Including English Literature & Language (A), Double Science (A), Math (B)

Training

Level 2 Food Hygiene (April 2019)

Level 1 Health and Safety in Construction (September 2018)

MUN Directors Training (2016)

Debate in the Classroom (2016)

TEFL 140 Hours (including 20 hours class environment) (2014)

NVQ Level 4 Advice and Guidance (2013)

Fire Marshal Training (2012)

Emergency First Aid (2012)

NVQ Level 3 Business Administration (August 2011)

Informal Training

Prevent (2019)

Various Data Protection and process training – Santander (2018)

How to do your own PR (2013)

How to Lobby & Campaign Effectively (2013)

Introduction to Bid Writing (2012)

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Work

18/10/2019 – Present – ESOL Lecturer – Stockton Riverside College (UK)

Teaching ESL to individuals from across the world from age 15+ in classes of up to 18 students. Responsible for planning curriculums, producing schemes of work, tracking progress and agreeing learning aims with students and moderating exams. Strong implementation of Microsoft Teams and use of digital media in classrooms & home.

01/07/2019 – 19/07/2019 – Summer ELT Instructor – St Clare's, Oxford (UK)

Taught interactive English lessons to summer students from across the globe. Delivered a B1 curriculum, created relevant materials, designed weekly project tasks and planned and facilitated city centre language immersion visits. Assessed student levels and produced end of session reports.

01/10/2018 – 31/05/2019 – SARS Administrator – Santander (UK)

Worked in a large team to analyse and process subject access requests and sensitive data whilst adhering to strict data protection policies. Worked to quality and efficiency targets of 99.5% & 100% respectively and kept up to date with DPA legislation and company policies.

09-2017 – 06-2018 – PRIVATE TUTOR – Self Employed (Qatar)

Provided 1-1 & small group tuition in a range of subjects (English, maths, geography etc.) from primary to A-Level. Attended the houses of prominent Qatari families and guided students through their learning and exams and developed study plans for the year.

09-2015 – 07-2017 – SECONDARY TEACHER (English, Humanities) – Al Jazeera Academy (Qatar)

Planned curriculums, produced schemes of work, wrote reports and planned lessons. Carried out all regular teaching and administrative duties as well as liaising with parents to discuss progress of their children. Organised extra-curricular activities and school trips such as MUN. I was CLG champion (computer learning system) for the department.

07-2014 – 05-2015 – TEACHER – Bogota Business English & Blighty Bliss (Colombia)

EAP (IELTS), ESP and general English language tutor. Taught Business English to senior leaders in offices as well as delivering private tailored classes to other professionals and general EFL students. Responsible for planning curriculums and developing end of month tests and reports.

Skills

MS Office (SharePoint, Excel, Teams)

Excellent communication skills

Web development

First Aid and Fire Safety trained

Github for collaborating remotely on projects

Spanish Language (Intermediate)

Highly computer literate and quick to master new systems

Well-travelled with excellent people skills from integrating with other cultures