

# CURRICULUM VITAE

## Elena Green

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### PERSONAL DETAILS

Name: Elena Green  
D.O.B: 12<sup>th</sup> September 1988  
Tel: +001 (919) 414-4278  
Email: [elenagreen88@gmail.com](mailto:elenagreen88@gmail.com)  
Address: 4001 Heathgate Lane  
Raleigh, NC 27613

### PERSONAL STATEMENT

I am about to complete an online TEFL/TESOL training course and I am currently looking for a teaching position in Santiago, Chile. I am interested in teaching any age group and I am excited to put into practice the skills I have gained through taking this course.

### KEY SKILLS

- Strong people skills developed while working in sales at Victoria's Secret.
- Communication skills gained through being a volunteer teacher in Artigas, Uruguay
- Cultural understanding learnt through study abroad experience in Rome, Italy as well as extensive travel throughout Latin America

### EDUCATION AND QUALIFICATIONS

- 1). **i-to-i US** (to be completed August 2011): Online TEFL Course
- 2). **i-to-i US** (to be completed August 2011): Online Grammar Awareness Course
- 3). **Loyola University Chicago, USA** (May 2011):  
BA Spanish, BA International Studies

### EMPLOYMENT HISTORY

Company, Position and Date:

London House  
Artigas, Uruguay

**Volunteer Teacher**

June 2008-July 2008

- Teaching conversational English to a wide range of age groups
- 20 volunteer hours a week
- Assisting teachers with lesson plans

*Anthropology 301: Refugee Resettlement*

*Chicago, Illinois*

**Volunteer ESL Tutor**

January 2011-May 2011

- Helping a Cuban refugee family with resettlement in the United States
- Teaching ESL for 8 hours a week

August 2009-December 2009

- Studied in Rome, Italy at the John Felice Rome Center, including extensive travel across Europe.

*Victoria's Secret*

*Chicago, Illinois*

**Salesperson/Cashier**

April 2010-September 2010

- Selling a wide-range of products to customers
- Dealing with customer enquiries in Spanish and English on a daily basis

**INTERESTS**

- I enjoy learning languages and I am fluent in Spanish
- I have a passion for Latin America and Latin American culture
- I enjoy dancing, international music and cooking

**REFERENCES**

**Dr. Daniel S. Amick**

Department of Anthropology

Loyola University Chicago

Tel: +001 (773) 508- 3446

E-mail: [damick@luc.edu](mailto:damick@luc.edu)

**Laura Valsangiacomo**

Head Teacher

London House

Tel: 00+598+47733359

E-mail: [londonartigas@hotmail.com](mailto:londonartigas@hotmail.com)