Libby Goldsmith

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| Motivation | | I am looking for the opportunity to inspire students to learn English and would welcome the occasion to extend my knowledge and experience to students in Chile as well as challenge my own personal development. |
| TEFL Experience | | * 2011 completed 140hr distance learning TEFL course which included 6hr teaching observation at a language school in Cambridge, UK. * 2011 Teaching at LSI Cambridge, UK.   Member of The College of Teachers |
| Attributes | | * Highly motivated, enthusiastic and result driven. * Strong organisational and interpersonal skills. Can work independently and as a team. * Experience of presenting to groups - internal and external. * Computer literate. * Experience of learning other languages. |
| Languages | | Fluent French from living and working in France  Intermediate Spanish from classroom study and travels to South America |
| Work Experience | |
|  | Summer 2011 TEFL English Teacher **Language Studies International (LSI) Cambridge, UK**   * Short term contract to provide additional teaching resource during peak summer season. Language students from Europe and around the world aged 16+. * Daily morning lessons of +3 hours. Syllabus based on New English File textbook however Lesson Plans supplemented with additional material to stimulate and motivate students during entire session. * Responsible for student feedback & grading. | | |
|  | **Oct 2008 to Dec 2008 - A planned sabbatical travelling to Brazil, Argentina and Chile** | | |
|  | January 2004 to June 2011 Yusen Logistics Ltd, UK  *Final Position*: **Senior** **Project Manager**   * Last project: managing the implementation of a new strategic distribution centre serving European 6 markets. Involved defining customer requirements, monitoring progress against plan and identifying internal resource. Liaised with senior customer sponsors, warehouse provider and market carriers. * Mentoring individuals who take on a Project Manager role for smaller localised initiatives.   **European Logistics Consultant,** secondment to Pharmaceutical Client   * Project Manager of a new warehouse feasibility study to serve European markets. The role involved coordinating with sales, finance, business process, IT and purchasing teams. | | |
|  | Jun 2003 to Dec 2003 Safeway Supermarkets Ltd, UK  *6mth Contract Position*: **Category Supply Planner,** Fresh Foods, Supply Chain Division | | |
|  | **Nov 2001 to May 2003 - A planned career break travelling and working in Australia** | | |
|  | Feb 1999 to Nov 2001 Sainsbury’s Supermarkets Ltd, UK  *Final Position*: **Business Integration Champion,** Network Renewal Programme | | |
|  | Nov 1996 – Feb 1999 TDG Logistics Ltd, UK  *Final Position*: **Senior Analyst,** Business Development, Paper & Packaging Sector | | |
|  | Jan – Aug 1996 C&A, International Clothing Retailer, France  *European Placement Scheme*: 8 month placement gaining exposure to store operations. French speaking. | | |
| Education | | 1994 - 1995 UMIST MSc Operations Management  1990 - 1994 CRANFIELD UNIVERSITY Class 2(i) BSc (Hons) Marketing & Food Management  1993 – Erasmus Exchange Programme, The Netherlands  1992 – MASSEY FERGUSON, International Engineering, France  Pricing Analyst, Commercial Department – University placement; French speaking | |
| Interests | | Sports – swimming, skiing, sailing. Enjoy cooking, the arts and travel.  Volunteer at local town festival weekend – committee member for 2 years. | |

Andes Hostel

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15th November 2011

Mr Craig Wilson

Director

Chilenglish

Calle Ramón Carnicer # 81, Office 607

Santiago

Dear Mr Wilson,

I am looking for a position to teach English to adults or business professionals and I would like to be considered for a role with your organisation. Recently I completed a 140 hour distance learning TEFL course followed by teaching at a language school in Cambridge over the summer to gain direct experience.

Please find attached my CV with full details. I am living in Santiago and available to work immediately. I am very keen to apply my skills and experience at a language school in Chile and especially Santiago, where on a previous trip to the country I very much enjoyed the spirit of the city and people.

Prior to teaching I worked as a Project Manager and I believe the skills I relied on are very transferrable to the teacher role. I have good organisational and interpersonal skills, am flexible in approach and quick thinking. The success of a project lies in preparation and that mind-set is equally valuable in teaching.

I hope that you will look upon my application favourably. Please do not hesitate to contact me with any queries; my contact details are above and on my CV.

Yours faithfully,

Libby Goldsmith