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PROFILE

I am keen, trustworthy and reliable. I see myself as a hard-working person, as well as conscientious and patient, which allows me to adapt to any circumstance. I am a good listener who communicates well with people of all ages. I enjoy working in a team but also have a proven track record of performing when given tasks to undertake as an individual.

I like achieving targets and working towards goals. Throughout all of my employment I have paid particular attention to people needs and take pride in my work no matter which task has been given to me. I am always ready to learn new skills and I am now seeking a challenging and stimulating position.

CAREER DETAILS

September 2021-June 2022 Working at English Connection academy, Seville.

September 2020-June 2021 Working as Primary and extracurricular English teacher for several levels at San Jose School, Seville.

September 2019-June 2020 Kept working at English Connection academy, Seville.

April 2019- June 2019 Imparting a B2 Intensive Course at English Connection academy, Seville.

September 2018- July 2019 English teacher at the Bilingual Private School St Mary, Seville.
Summer Camp July 2019.

July- August 2018 Giving English conversation classes for B2 and C1 in Leo academy, El Puerto de Santa María.

April 2017- September 2018 working for the bilingual nursery The Ducklings in El Puerto de Santa María and imparting extracurricular English classes.

I have also been in charge of the Summer Camp in July and August. During the second year I was coordinating the afternoon English classes in association with a Language academy.

May 2015- April 2017 ICC servicing, American Express. It has given me the ability to still use the skills learned in Credit and explore other fields. I have grown both personally and professionally, facing new experiences every day to the extent that It seems like I haven't ceased learning since I moved into this department.

During this year I also had the pleasure to assist to the Be the person you want to see workshop which not only gave me the opportunity to improve my presenting skills but also the chance to give a talk to the manager board in London.

December 2013- May 2015 ICC credit department, American Express. It has given me a good understanding of the International Currency Card market and credit lifecycle. I have built the ability to make lending and collecting decisions making my best to both meet the client's wishes and team expectations, delivering Premium Service, always taking into careful consideration high profile

customers' accounts. I was also entrusted in the training of new employees, which was an enriching and rewarding experience.

May 2013- November 2013 working helping in the management of a Souvenir shop in Malta.

May 2013- June 2013 organising parties for students. Malta.

January 2012- May 2013 TSC Spanish department, American Express. I delivered high quality service to the merchants whilst answering the phone for payment enquiries and account maintenance, giving them information about their contracts as well as assisting with terminal connections. We dealt with back office tasks as well.

2012 Spanish teacher assistant in The Brighton and Hove City College.

October 2011-January 2012 KYC department at American Express

My work consisted of updating data on the computer, send letters when required as well as making and receiving calls to and from the UK, Europe and North America. The calls were to merchants to whom we gave advice, solved problems and resolved any queries they might have had. It was a great experience that helped me develop my communication skills over the phone.

2009- 2011 Casual sales assistant and delivery, Sports Direct, Brighton, U.K.

Working, at first, in the shoe department as a casual sales assistant, I was given the opportunity to become a trainer for new employees. I also worked as department supervisor during the summer months and busiest periods. I was involved in the delivery and processing of stock in the store as well.

2010-2018 English and Spanish tuition.

2009 Babysitter and tutor, Seville, Spain.

2003-2008 Teaching assistant, Cordoba, Spain.

EDUCATION & TRAINING

2003-2007 Diplomada en Magisterio de Lengua Extranjera (Inglés) University of Córdoba, Spain.
(Bachelor in Education, English Language).

2019- Currently studying a Major in Translation and interpreting English- French.

FURTHER EDUCATION

2021

Innovative methodologies in teaching-learning processes course by Univesity Antonio de Nebrija.

Multiple intelligences in the classroom course by University Antonio de Nebrija.

B2 level DELF Diplôme d'études en langue française

2020

Digital competence for postgraduate students' course.

2019

Network of immersion and CIL educators (NICE) inaugural conference.

Mindfulness: Breathe to learn.

School projects. How to set a project, managing, timing and development.
Flip classroom.

2018

C2 Cambridge Proficiency in English certificate.
B1 French DELF Diplôme d'études en langue française
Food Handling certificate.
First aid and response in the School certificate.
New European Law in Data protection course.

2012 Brighton and Hove City College.

Italian course. 3 months.

French course. 4 months.

October 08- February 09: Embassy Academy, Cambridge. U.K.

Intensive English Course.

Qualification: Advanced.

2007 French course. University Pablo de Olavide, Seville.

Mark: 8.5/10

2007 Italiano I (Italian level 2).

Summer 2004: English Certificate.

Third level (approximately upper-intermediate)

Escuela Oficial de Idiomas (Spanish Official School of Languages).

2003-2004: French Course in Cordoba Language Academy (UCO Idiomas)

Qualification: Notable (B)

Córdoba University.

ADDITIONAL INFORMATION

I am a Spanish national who has lived in England for 9 years. I am bilingual in English and also have a comprehensive understanding of French and Italian.

I am computer literate and have a good knowledge of Microsoft Office.

I hold a full clean valid B driving licence.

I have participated in several books and magazines as a translator as well as taken part in painting and poetry exhibitions and invited to symposium. For instance, the magazine "Mester de Vandalía" and a poem from the book "El dedo Índice" (The Index Finger). Also, I co-translated the book "Palabras Rotas" (translated as Broken Words).

Helped in the translation of a bilingual website, Gocommunity.

INTEREST

I love reading, travelling and the arts; especially ballet and theatre. I have completed ballet, folk and flamenco courses. I enjoy working with children, especially those of primary age. I like animals of all kinds and enjoy outdoor activities.