

# María J. Ruiz

Experienced Bilingual Teacher. Creator of safe, fun, inclusive spaces for people to develop their English/Spanish competencies. Skilled in: Languages, HTML & CSS, video edition, content creation.

Medellín, Antioquia.  
Colombia.  
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## EXPERIENCE

### Sofka Technologies, S.A., *ESL: English Coach.*

June 2022 - to the present.

Creation of English conversation spaces to help participants improve their English skills at an intermediate-advanced level. These spaces were created to assist workers in improving their fluency and introduce them to the most appropriate language for their work areas as they embark on the internationalization of their company, working with native English speakers.

### Slader, Remote: *Data entry, contributor.*

Jan. 2016 - Apr. 2022

Now owned by Quizlet, I aided in the creation of metadata sheets to create templates for books. Worked as a Spanish language contributor, answering questions from different books.

### Teleperformance, Medellín: *Medical Interpreter.*

August 2020 - August 2021

Providing language services to non-English-speaking patients to help them communicate with medical staff, doctors, and nurses.

## EDUCATION/PROJECTS.

### UNELLEZ, Barinas, Vzla: *BA. Spanish and Literature.*

2006-2013

Primary & Secondary education teaching professional.

### Bilingual Fluency: *Educational project.*

I created the project "Bilingual Fluency", and my mission is to make fun, safe, and inclusive spaces for people to practice their English/Spanish speaking skills.

## SOFT SKILLS

Flexibility.  
Communication.  
Collaboration.  
Empathy.  
Adaptability.

## CERTIFICATES

Inclusive Education: Essential Knowledge for Success  
Inclusive Education: Essential Knowledge for Success.

FutureLearn

How To Teach Online: Moving Online Post-Pandemic  
How To Teach Online: Moving Online Post-Pandemic.

FutureLearn

TKT (Teaching Knowledge Test).

University of Cambridge, English for speakers of other languages.

## LANGUAGES

Native Spanish Speaker/Bachelor in Spanish and Literature.

English, advanced level, C1.