

Victoria Sarycheva

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Chelyabinsk, Russia

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Profile

I am an energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake or situation that I am presented with. Having excellent analytical and interpersonal skills I gained good experience in working as both a team member and a leader. Always eager to learn more and to overcome challenges

Experience

ENGLISH TEACHER,

PUBLIC SCHOOL #21; Zlatoust, Russia - 09.2016-12.2018

- Teaching classes from primary school to adult students
- Class scheduling and preparation of teaching materials
- Monthly reporting regarding teaching and extra-curricular activities

ADMINISTRATOR,

ENGLISH EDUCATIONAL CENTER "POLYGLOT"; Zlatoust, Russia – 03.2017 - 12.2018

- Budgeting monthly reports and scheduling and staff organizing
- Preparing, managing and updating reports
- Contact arrangements with customers

ENGLISH TEACHER

British Town; Aydin/Turkey - 5.2022-3.2023

- Teaching classes from primary school to adult students
- Preparing and updating reports on students improvement
- Class scheduling and preparation of teaching materials

FREELANCE ENGLISH TEACHER

Freelance; Chelyabinsk/Russia - 3.2023-Present

- Preparing and updating reports on students improvement
- Class scheduling and preparation of teaching materials
- Monthly reporting regarding teaching and extra-curricular activities

Skills

- **Languages:** English, Russian, Polish, Ukrainian, French, Turkish
- Office MS

Education

SOUTH-URAL STATE UNIVERSITY

- Economics and accounting - 09.2013-05-2015
- English philology - 09-2014-05-2016