

## CURRICULUM VITAE



### PERSONAL INFORMATION

Name **MELONI ALESSANDRO**  
Address **VIA CAGLIARI 13, 09035 GONNOSFANADIGA , CAGLIARI, ITALY**  
Telephone **Personal: 00390709798819** Skype: **linguaitalianaonline**  
Fax  
E-mail **linguaitalianaonline @hotmail.com**  
Nationality Italian  
Date of birth 21.04.1977

### WORK EXPERIENCE

- Dates (from – to) JULY / AUGUST years 2005-'06-'07-'08-'09-'10-'11-'12-'13
- Name and address of employer **EIL Rías Bajas** - rua do Corgo 35, 36980 O Grove, Pontevedra - España
- Type of business or sector Language school
- Occupation or position held Teaching/ Education
- Main activities and responsibilities teaching Italian as a foreign language
  
- Dates (from – to) APRIL 2008- MAY 2012
- Name and address of employer **Escola d'Idiomes Salt SL** - Carrer de Prat de la Riba, 37, 08222 Terrassa, Barcelona, España
- Type of business or sector Language school
- Occupation or position held Teaching/ Education
- Main activities and responsibilities teaching Italian as a foreign language to adults and in international companies
  
- Dates (from – to) MARCH 2009-JULY 2012
- Name and address of employer **Exit School of English** - Plegamans, 2 1er. 1a. 08184 Palau Solità i Plegaman, Barcelona
- Type of business or sector Teaching/ Education
- Occupation or position held teaching Italian as a foreign language in a international company (Mango)
  
- Dates (from – to) SEPTEMBER 2010- JUNE 2012
- Name and address of employer **Cife Idiomes** - C/ Dr. Robert 23, 08130 Santa Perpetua de Mogoda BARCELONA
- Type of business or sector Teaching/ Education
- Occupation or position held Language assistant
- Main activities and responsibilities teaching Italian as a foreign language in a international company (Zambon)
  
- Dates (from – to) 2004 TO PRESENT
- Name and address of employer As a freelancer ([webpage](#))
- Type of business or sector Italian teaching / Translation
- Occupation or position held Organized cooperative learning activities. Tutuored students seeking additional guidance with course work and language and certification tests. Assessed student performance throughout the term. Conducted individual student lessons face to face and by video conference. Shooted short films in Italian language with my students. Translated texts and webpages from Spanish into Italian and viceversa. Recorded museum audio guide in Italian

• Dates (from – to)	2005 to present
• Name and address of employer	Studitalia - v. Sulcis, 12 07026, Olbia (OT), Sardegna
• Type of business or sector	Marketing
• Occupation or position held	Promoted Italian courses and managed bookings. Graphics and design activities related to the a.m. Italian school promotion. Worked as a public relations manager and coordinator on behalf of many schools. Consultant for summer Italian schools

## EDUCATION AND TRAINING

• Dates (from – to)	MARCH 2013
• Name and type of organisation providing education and training	Dilit-Internation House, Rome, Italy
• Principal subjects/occupational skills covered	Communicative didactic methodology
• Title of qualification awarded	<i>Dilit-IH Certificate (Italian as a foreign language)</i>
• Dates (from – to)	OCTOBER 2004- JUNE 2006
• Name and type of organisation providing education and training	University of Girona, Spain
• Principal subjects/occupational skills covered	Language studies, didactic methodology for foreign languages
• Title of qualification awarded	<i>Master in Spanish teaching as a foreign language</i>
• Dates (from – to)	SEPTEMBER 2000- JUNE 2004
• Name and type of organisation providing education and training	University of Cagliari, ITALY
• Principal subjects/occupational skills covered	Language studies, literature and civilization of foreign languages
• Title of qualification awarded	Bachelor's degree in "Linguistic mediation" ("Lingue per la Mediazione Linguistica")

## PERSONAL SKILLS AND COMPETENCES

MOTHER TONGUE ITALIAN

OTHER LANGUAGES

	<b>ENGLISH</b>
• Reading skills	B1- INTERMEDIATE USER
• Writing skills	B1- INTERMEDIATE USER
• Verbal skills	B1- INTERMEDIATE USER
	<b>SPANISH</b>
• Reading skills	C2- PROFICIENT USER
• Writing skills	C2- PROFICIENT USER
• Verbal skills	C2- PROFICIENT USER
	<b>FRENCH</b>
• Reading skills	B2- ADVANCED USER
• Writing skills	B2- ADVANCED USER
• Verbal skills	B2- ADVANCED USER

<ul style="list-style-type: none"> <li>• Reading skills</li> <li>• Writing skills</li> <li>• Verbal skills</li> </ul>	<b>CATALAN</b>
	B2- ADVANCED USER
	B2- ADVANCED USER
<ul style="list-style-type: none"> <li>• Reading skills</li> <li>• Writing skills</li> <li>• Verbal skills</li> </ul>	<b>RUSSIAN</b>
	A1- BASIC USER
	A1- BASIC USER
SOCIAL SKILLS AND COMPETENCES	- TEAM WORK: ABLE TO WORK ON OWN INITIATIVE AND AS PART OF A TEAM.
	- COMMUNICATIVE SKILLS: I DEVELOPED MY COMMUNICATIVE SKILLS WORKING AS A TEACHER, WHERE I HAD TO PRESENT MY CULTURE, CREATING LESSONS WHICH STIMULATED THE STUDENTS' INTERESTS AND RESPONDED TO THEIR NEEDS.
	- INTERCULTURAL SKILLS: I AM EXPERIENCED IN WORKING IN AN INTERCULTURAL ENVIRONMENT BOTH IN EDUCATION AND IN THE TRANSLATION FIELD.
ORGANISATIONAL SKILLS AND COMPETENCES	- WHILE WORKING IN BARCELONA AS A TEACHER I ORGANISED LANGUAGE LESSONS AND GROUP ACTIVITIES WITH THE CLASSES, DEVELOPING MY OWN TEACHING STYLE.
TECHNICAL SKILLS AND COMPETENCES	- COMPETENT WITH MOST MICROSOFT OFFICE PROGRAMMES AND HTML. I LIKE TO CREATE NEW MATERIALS FOR MY LESSONS. I LIKE TO COMBINE SPEAKING PRACTICE CREATIVITY. THEATRE AND SHORT-FILMS CREATED BY MY STUDENTS ARE PART OF MY TEACHING STYLE.
OTHER SKILLS AND COMPETENCES	- A LOT OF EXPERIENCES ABROAD, WELL- TRAVELLED, INTERESTED IN GAINING FURTHER EXPERIENCE IN LANGUAGE SPEAKING, VERY KEEN TO LEARN.
DRIVING LICENCE(S)	- B- European driving licence
<b>ADDITIONAL INFORMATION</b>	PERSONAL INTERESTS: TRAVELLING ABROAD AND GETTING TO KNOW NEW PEOPLE, COOKING, READING. ENJOY ALL TEAM SPORTS. FILMS AND THEATRE.