

# This is my Teaching resume, I haven't updated my software resume!!

## Shahrzad Kolahdooz

+1 416 876 7782

[shahrzad.kolahdooz@gmail.com](mailto:shahrzad.kolahdooz@gmail.com) | [www.linkedin.com/in/shahrzadk](http://www.linkedin.com/in/shahrzadk)

Maple, Ontario

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Organized | Creative | Culturally Sensitive | Studious | Patient | Flexible | Considerate

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### Professional IELTS Instructor and EFL Teacher

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Punctual and organized EFL teacher with more than 4 years of experience in preparing students for the IELTS, and more than 10 years of experience in teaching General English from elementary to advanced levels. Use a variety of teaching techniques in classes, build a positive atmosphere in class where students feel supported and secure. Skilled in working with different teaching websites, such as [Kahoot](#), [Linoit](#), [Wordwall](#), and various applications and tools, such as Smart Boards, Zoom, Adobe Connect, Google Meeting, Google Classroom, and Moodle.

### Employment

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#### Educational Supervisor (IELTS department)

Iran, January 2020 - August 2021

[Go Safir English Language Academy](#)

- Increased the number of the IELTS department students from approximately 8 students per term to more than 100 students in about a year
- Conducted IELTS mock tests regularly (about twice a month), and provided candidates with one-on-one feedback (on all four IELTS skills) and report forms
- Interviewed more than 50 students per month for placement tests and did counseling with more than 100 students every month to assess their progress and to guide them through their desired IELTS band score
- Held IELTS speaking training workshops for teachers
- Designed resources for IELTS writing and speaking classes
- Supervised and managed more than 15 teachers in the IELTS department, and assisted in supervising more than 30 teachers in the General English department
- Observed and evaluated the teachers' classes in General English and IELTS preparation departments (in-person and online), and provided them with feedback and practical strategies when necessary
- Held teacher training workshops (for more than 80 teachers) to help them run online student-centered classes by adding entertainment to learning through available websites and applications

#### EFL Teacher

Iran, February 2016 - August 2021

[Go Safir English Language Academy](#)

- Taught General English to more than 50 adult students per month (beginner to advanced) and held IELTS preparation classes for all IELTS skills (in-person and online) with a specialty in speaking and reading skills
  - Implemented aimful lesson plans meticulously for having a student-centered class, with a lot of speaking opportunities, using provided and personal teaching materials
  - Adjusted teaching methods according to students individual needs and turned every situation into a speaking opportunity and a learning environment
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Maple, Ontario

- Assessed students' performance and provide them with appropriate individual and group feedback
  - Conducted communicative methods and enhanced students' learning using different games, innovative activities in online and in-person classes to activate the Target Language
  - Evaluated and revised other teachers' lesson plans, and mentored new teachers
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## ESL Teacher (9 teaching practice sessions)

Toronto, Canada, November 2018

[EC English Toronto](#)

- Taught elementary and advanced students in a multilingual and multicultural classroom with learners from different countries using Smart Board
- Developed purposeful lesson plans using different approaches (Teach-Test-Teach, Task-based, Text to Language, etc)

## EFL/ESL Private Tutoring

Iran, 2017 to Present

- Developed IELTS study curriculum specific to individuals' needs and helped more than 20 students to self-study and follow a path to their needed IELTS band score
- Designed IELTS speaking and vocabulary courses for one-on-one and small group classes
- Moderated free discussion sessions for English learners to improve their English speaking
- Conducted around 200 IELTS speaking mocks to score IELTS candidates; gave them feedback, and designed intervention strategies before their test
- Trained about 15 teachers on how to prepare IELTS candidates

## Education, Training, and Certificates

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### University Pathway Program (Level PW 3.4)

Toronto, Canada, 2021

[ILAC \(International Language Academy of Canada\)](#)

### CELTA (Certificate of English Language Teaching to Adults)

Toronto, Canada, 2018

[EC English Toronto](#)

Pass A

### IELTS

Iran, Jun 2017

Overall band score 8

### Teacher Training course (Teaching IELTS)

Iran, January 2019

[GO Safir English Language Academy](#)

### Teacher Training course (Teaching Adults)

Iran, January 2016

[Go Safir English Language Academy](#)

### B.Sc. Computer Software Engineering

Iran, 2011

[Islamic Azad University of Mashhad](#)

The confirmed equivalent of Canadian B.Sc. degree by World Education Service (WES)

GPA (the last 2 years): 17.25/20