

MAHSATI GULIYEVA

Head Advisor

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WORK EXPERIENCE

Homeroom teacher

Landau School Educational Complex

📅 November 2020 – July 2023 📍 Baku, Azerbaijan

- Supervise students to ensure all students are learning in a safe and productive environment
- Facilitate class schedule and develop a routine
- Work with students to promote their learning and development
- Evaluate and document the students' progress and update parents regularly
- Organize and attend parent-teacher meetings

Associate Teacher

European Azerbaijan School

📅 August 2019 – January 2020 📍 Baku, Azerbaijan

- Learning and applying PYP Programme
- Being responsible for improving pupils' grades and achievements
- Managing difficult behaviour
- Engaged in after-school clubs, parents' evenings, school plays and etc.

Exam Invigilator

IDP IELTS Test Center Barattson

📅 October 2018 – September 2019 📍 Baku, Azerbaijan

- Ability to communicate in clear, spoken English
- To provide candidates with a positive and supportive, yet strict exam experience
- Comfortable working under pressure
- Multi-tasking
- To enforce regulations firmly but fairly

Team teacher

Modern Educational Complex named after Heydar Aliyev

📅 January 2020 – Ongoing 📍 Baku, Azerbaijan

- Co-plan and quickly incorporate with students, parents and teachers
- Improve co-teaching strategies
- Engaging with students in the classroom
- Providing more opportunities for the students
- Directing the student activities

Electronic Security Service

📅 July 2023 – Ongoing 📍 Baku, Azerbaijan

- Develop the strategy, goals, and objectives for the cybersecurity training, education, and awareness program
- Prepare and deliver cybersecurity training, education, and awareness activities
- Evaluate the effectiveness of existing information security training, education, and awareness program/activities
- Assist with the creation, maintenance and delivery of cybersecurity awareness training for target groups

STRENGTHS

Hard-working

Eye for detail

Motivator & Leader

Patient

Flexible

Responsible

Creative

Decision making

Time management

LANGUAGES

Azerbaijani



Turkish



English



German



VOLUNTEER EXPERIENCE

First Aid Instructor

4th Islamic Solidarity Games

📅 May 2017 📍 Baku, Azerbaijan

- Improved or developed new interpersonal skills

EDUCATION

B.S. in English Teaching

Azerbaijani University of Languages

📅 2015 – 2019

- Evaluating student's listening strategies, model more sophisticated strategies as students skills progress
- Help students identify a wide variety of presentation strategies
- Teaching students how and when to use appropriate words, phrases and terminology
- Elevating students' knowledge of language conventions in order to correct errors
- Ordering the lessons to make them cohesive

CERTIFICATES

PYP

European Azerbaijan School

📅 October 2019

📍 Baku, Azerbaijan

- Practice of effective assessment and a powerful emphasis on inquiry-based learning
- Transdisciplinary learning

TESOL

Arizona State University

📅 June 25, 2019

📍 Baku, Azerbaijan

- Foundational principles in teaching English
- Theories of Second Language Acquisition
- Lesson design and assesement

Certificate in English Language Teaching – Primary(CELT-P)

Cambridge Assessment English

📅 2021

📍 Baku, Azerbaijan

Teaching Knowledge Test – (TKT)

Cambridge Assessment English

📅 2021

📍 Baku, Azerbaijan

TEFL

Four teachers Educational Course

📅 2018

📍 Baku, Azerbaijan

- Practised the principles, theories and methodologies of teaching English to speakers of other languages.