

Andrea Evans

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Summary of Qualifications

A creative, dedicated, easy to get along with, and student-focused teaching professional with a master's degree in TESOL and 25 years of teaching experience who is committed to providing a well-balanced, supportive, and engaging learning environment for all students. A hardworking, trustworthy, and passionate educator who strives to collaborate with all members of the school community to meet the students' needs and promote the philosophy of the school. My objective is to obtain a teaching position that will benefit from my previous teaching professional experience where there will be room for professional growth.

Professional Experience

ELS at Barry University – Miami, FL EFL Instructor

12/2013 – To present

- Teach general English, from basic to advanced grammar structure, listening, speaking, reading and writing from level 1 to level 9 and the masters' level.
- Teach academic writing in several organizational styles (cause/effect, problem-solution, argumentative, opinion/persuasive, classification, process, etc.)
- Teach TOEFL preparation techniques and strategies (Listening/Reading/Writing/Speaking)
- Create quizzes, mid-term, final exams, score exams, keep students' progress report
- Administer academic and language assessments for the purpose of evaluating student's progress in meeting academic learning targets and progress in language acquisition.
- Maintains complete and accurate records of student's progress and evidence of growth and progress.

IBEUV – Vitoria, Brazil EFL Instructor

06/2012 – 11/2013

University of Nizwa – Nizwa, Oman

11/2006 – 05/2012

Senior EFL Instructor/Level Coordinator/Exam Coordinator/Placement Test Coordinator

- Teach general English, grammar structure, listening, speaking, reading and writing
- Create quizzes, mid-term, final exams, score exams, keep students' progress report
- Tutor remedial students
- Resource materials development committee
- Professional development committee
- Curriculum development committee
- Head of placement test committee
- Level coordinator, exam coordinator
- Special program coordinator (remedial students)
- CALL substitute teacher
- Chair of placement test evaluation research (pilot testing, analysis of data, statistics, teachers' satisfaction feedback of the test, adjustments and corrections)
- Co-coordinator of extra curriculum activities – (testing, games, fun activities for all levels)

IBEUV – Vitoria, Brazil
EFL Instructor

09/2005 – 10/2006

Teach general English using communicative approach to students from 8 to 60 years old, TOEFL preparation course, write quizzes, mid-term and final exams, resource materials development, score exams, and report student's progress.

ERAC – Miami, FL
Manager Trainee

05/2002 – 08/2005

Walgreens – Miami, FL
Assistant Manager

03/2000 – 04/2002

TCI – Miami, FL
EFL Instructor

06/1998 – 02/2000

Linguatec – Vitoria ES, Brazil
Business English Instructor

07/1995 – 08/1997

Teach business English to directors and executives using communicative approach, scores exams and report student progress.

Labuto's – Vitoria ES, Brazil
EFL Instructor

07/1993 – 06/1995

Education

Estacio De Sá University - Brazil (in progress)
Postgraduate Degree in English and Teaching Methodologies

10/2018 – (Expected) 06/2020

Florida International University – Miami, FL – USA

08/2016 – 04/2018

M.S. in F.L. – TESOL (Teaching English as a Second Language) (GPA – 4.0)

FAESA - Vitória, ES - Brazil

01/1992 – 01/1996

B.S. in Computer Science

Extra Activities

Nova Southeastern University – Ft. Lauderdale, FL

06/1995 – 07/1995

TEFL Certificate – 120 hours

EF – International School of English - Miami, FL

09/1997 – 05/1998

Diploma in International Studies

i-to-i -TEFL Certificate

08/2006 – 09/2006

Teaching Grammar Awareness, teaching young earners, teaching business English, and teaching with limited resources.

Languages: English (Native Speaker proficiency), Portuguese (Native Speaker), Spanish (Advanced)

Frederick Douglass Elementary School

Miami, FL - USA

09/1998 – 12/1998

Training - Volunteer Reading Tutor for the "American Reads" program

References and original documents available upon request