

TEACHER NAIME (LPT)

Licensed professional Teacher

Education Specialist & L&D Consultant

Bachelor's Degree in Secondary Education, Major in English Language

Highly motivated and professional educator with over 10 years of experience in curriculum development, teaching, and educational leadership. Strong background in collaborating with educators, administrators and stakeholders to meet individual learning needs and promote educational excellence.

CERTIFICATIONS

- Certified Six Sigma Yellow Belt, 2021
- 120-TEFL Certificate, 2021
- Professional Licensed Teacher, 2014 (PRC)

EDUCATION

Bachelor's Degree in Secondary Education, Major in English Language

Central Philippine University
2009 - 2013

SKILLS

- Strong organizational and time-management skills
- Exceptional communication and interpersonal skills
- Ability to work independently and as part of a team
- Detail-oriented and able to handle multiple tasks simultaneously
- Experience in managing budgets and handling financial documents
- Training Program Development
- Distance Learning Development
- Online Course Development
- Coaching & Mentoring
- Project Management
- Curriculum Design & Planning
- Speech & Stage Art
- Team Work & Collaboration

PROFESSIONAL EXPERIENCE

Language and Development Consultant

Multiple Companies (ENGCONVO/ DELTA ENGLISH) | 2021- Present

- In charge of creating, training, and supporting professional development plans for the organization that includes further education, soft skills, vocational training, job placement, job coaching, and career advancement,
- Business English Instructor to Professional Nurses, Accountants, Engineers & Executive Directors from Thailand, Malaysia, Vietnam, Japan, Korea, India, Myanmar, Russia, & Mexico.

English Grammar Teacher {IGCSE}

King's Valley International School, Myanmar. | 2021- 2022

- Created and designed training materials like learning modules.
- Prepared and distributed reports, presentations, and other materials
- Handled Elementary and Secondary Grammar lessons.
- In charge of training students for Cambridge English Test

Homeschool Teacher/ Business English Teacher

Private Tutor | 2014-2020

- Taught English Grammar & Literature.
- Handled Elementary to Highschool students.
- Designed curriculum intended for Korean & Japanese Business men,

Homeroom Teacher/ Speech Trainer & Coach

Bloomfield International School | 2014-2015

- English Teacher to Primary & Secondary
- Substitute Teacher to Nursery & Preschool
- Trained students and created materials for Speech Contest

Admin Officer /Language Instructor

Neo International School I | 2013-2014

- Processed student's visa's, bookings & itineraries
- In charge of student's curriculum, assessment & orientation
- Managed the cafeteria & other administrative works

ESL Instructor

Solomon Academy | 2012-2013

- Taught English Grammar to Korean Students
- In charge of student's assessment