**AMEENA K. HAK (647) 402-8360**

**77 Margaret Ave Toronto ON, M2J 4C4 ameena.hak@utoronto.ca**

**Objective:** seeking to gain international experience as a full-time ESL teacher

*Enthusiastic, compassionate, dedicated, flexible and versatile*

**HIGHLIGHT OF QUALIFICATIONS**

* Strong communication and organizational skills developed through leadership initiatives in various student groups and work settings
* Personable, energetic and positive with the ability to speak and write effectively
* Ability to establish and maintain effective relationships with students and colleagues
* Excellent personal motivation with a proven ability to work collaboratively & independently
* Dependable and multi-task oriented, able to adapt effectively to challenging and changing environments
* Fluent in English, Urdu, including intermediate level Spanish

**EDUCATION**

**TESOL Diploma**: International Language Academy of Canada (ILAC) 2011

**Bachelor of Arts with Honors**: Double Major in Political Science and Sociology from the University of Toronto, St. George (November 2010)

**WORK & VOLUNTEER EXPERIENCE**

**International Language Academy of Canada (ILAC)** April 2011 - Present

*ESL Teacher*

* Teach Pre-intermediate and Intermediate level English and building rapport with students from a wide range of cultural backgrounds aged 13 and up
* Develop a comprehensive curriculum using textbooks provided by the school ‘*Touchstone* and *Just Right’*
* Prepare and maintain lesson plans that reflect logical sequence of learning objectives
* Create trusting atmosphere through sensitivity to students’ strengths, weaknesses and personal learning styles
* Engage students through humor, activities and create independent communicative grammar lessons designed for maximum interaction in large and small groups

**From 3-to-3 Teaching**, U of T Center for Community Partnerships & TDSB 2010

*Teacher*

* Gained training to develop children's language and social reasoning abilities for school success through written and oral story telling
* Helped the teacher with daily lesson plans & room set up; read to children, taught them simple painting, drawing, handicrafts, and songs
* Ensured compliance to safety and health rules while supervising children

**International Volunteer Headquarters,** Huancayo, Peru Summer 2008

* Responsible for organizing and carrying out development activities for children ages 4-10 in the fields of physical education, critical thinking, and problem solving
* Aided teachers with room setup, creating assignment and worksheets for the coming school year, as well as daily lessons plans
* Instructed children in health and personal habits such as eating, resting, and personal hygiene

**AKRA**, Shergarh, Pakistan Summer 2007

* Lived in a rural setting for three months and worked for a non-profit organization providing high-quality education to disadvantaged children in rural communities
* Helped train teachers who had English as their second language and develop great communicational skills. Shared ideas for helping them enhance and enrich their teaching
* Cared for students and teachers developing a sense of confidence among them

### **Teacher for Project Universal Minds,** Wexford Collegiate Institute September 2006- June 2007

* Taught a student specified by school counselors, in English for 1- 2 hours weekly
* Planned and organized English lessons for an ESL student, preparing him to successfully complete the English Proficiency Test (TOEFL)
* Motivated the student to improve conversational and written skills

**AWARDS AND ACCOMPLISHMENTS**

* SmartServe certificate- obtained 2009
* Received a certificate for Youth Leadership Program from International Toastmasters

**HOBBIES AND INTERESTS:**

Traveling, learning foreign languages, photography & watching plays

**References Available upon request**