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**Milena Duviviez**

Personal Information

Date of Birth: 10 June 1991

Nationality: American

Education & Qualifications ***09***/***2009 - 06***/***2012***

University of Leeds, UK.

Bachelor of Arts (2.1)

History of Art

I-to-I TEFL course, UK ***10/2012 - 11/2012***.

120 hours certificate

Teaching Experience:

Kindergarten English Teacher

Wichai Wittaya bilingual school, Chiangmai, Thailand. ***10/2013-12/2014***

· Taught English, pre-school math and science to children aged 3 to 6.

· Designed lessons personally and followed the pre-determined curriculum

· Helped organize events throughout the school year

**English Teacher**

Prince Royal College, Chiangmai, Thailand. ***05/2013 – 09/2013***

· Taught English language at Elementary level

· Managed large classes and focused on grammar and speaking skills.

· Prepared mid-term and final examinations with other EFL teachers.

**English teacher**

YMCA, Chiangmai. ***02/2013-05/2013***

· Supervised students of various ages from Kindergarten through middle school.

· Managed conversation, intermediate and beginners classes

Volunteer English Assistant

Kamthieng School, Chiangmai. ***02/2013-03/2013***

· Assisted grade 4 and 6 classes (aged 8 to 10) for a month

Other Work Experience

Marketing Researcher (part time)

Searchlaboratory marketing agency, Leeds, UK. ***02/2011 - 11/2012***

· Promoted local and international companies online

· Developed computer and presentation skills: Powerpoint, Excel, OpenOffice, Microsoft

Summer Art Project Coordinator

IVS program in Vojvodina, Serbia. ***07/2010- 08/2010***

· Gave English lessons to children aged 9 to 13

Organized musical and artistic activities with the team members

Personal D etails :

I have a keen interest in languages and I regularly attend language exchanges. I travel as a hobby and I started having an interest in South Korea after traveling to Seoul and Busan

last year. I also enjoy hiking, film studies, cooking and swimming.