



ABOUT ME

I'll describe myself as a dedicated proactive and empathetic young professional. Currently, studying and working, and always looking for experiences to expand my knowledge. I am so passionate about learning new things, that's why you can see various fields on my CV. Being curious has allowed me to be flexible in different situations or environments; even if I had to be part of a team or do it on my own. My multiple experiences have given me better interpersonal relationships and the ability to always listen to my team. Nowadays, I'm looking for a challenging position to contribute my experience and keep growing up in my multiple careers.



CONTACT

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locale=en_US

- Tefl Teacher Course
- Teaching English Online and One to One
- Teaching Business English Course
- Teaching English to Young Learners Course

Tefl Teacher Academy, 2024

Practical studies to develop abilities as an English teacher as a Second Language

Melina
Farace



EDUCATION

- **High School Nuestra Señora de Monte Grande**

Bc in Natural Sciences, 2019

Average 8.75/10 (A-)

- **Business Administration**

Universidad Tecnológica Nacional, 2024 - in progress

- **Medical Doctor Degree**

Universidad Nacional de La Plata, 2020 - in progress

- **Executive Assistant Course**

Capacitarte UBA, 2024

- **Diploma in Accounting Administrative Assistant**

Capacitarte UBA, 2024

- **Web Design Course**

CoderHouse, 2022

<https://us.coderhouse.com/certificados/62040d5affe52d006c1270>

- **Certification in Speech and Voice techniques**

Oratoria Ok Academy, 2021

- **Phlebotomy Technician and Laboratory Assistant**

Eddis Educativa, 2021

- **Google Ads Fundamental**

Google Digital Academy (Skillshop)

- **Phlebotomy Technician and Laboratory Assistant**

Eddis Educativa, 2021

PAHO- Virtual Campus of Public Health
Certification in Health
Promotion:
Concepts, Tools and
Approaches



EXPERIENCE

Freelance English Tutor

Freelance, Remote Work, 2017-now

This work was related to helping kids and teenagers with school duties. Patience and empathy were integral to my approach, enabling me to effectively organize classes, schedules, and manage payments.

English Teacher

Inglés en casa, 2022-now

Specializing in online English instruction tailored exclusively for adult learners of various ages, I have extensive experience teaching levels A1 through C1. My role involved creating comprehensive class content, including PowerPoint presentations and custom homework assignments. My students hailed from diverse professional backgrounds such as engineers, lawyers, medical doctors, and developers. I adeptly customized lessons to meet their specific needs, focusing on areas such as specialized vocabulary, grammar, listening skills, and reading comprehension.

My expertise includes teaching specialized courses in:

- English for Tourism
- Business English
- Conversational English

Throughout my teaching practice, I utilize a range of digital tools including Google Meet, Google Docs, Google Slides, Google Drive, and Google Sheets for seamless payment processing. I took personal accountability for delivering high-quality lessons and maintained regular communication with the administrative team to ensure accurate billing and payment handling.

English Teacher

Soy Tefl Teacher Academy, 2023-now

I contributed to an English Academy founded by @CaroPiqueras, an influential figure with over 12k followers on Instagram. This initiative aimed to teach English to fellow Argentinians preparing to emigrate. My responsibilities included developing all class content, creating PowerPoint presentations, and designing homework assignments tailored to individual student needs. Given that many students were adapting to new lives abroad, often for economic reasons, I approached my role with patience and respect, accommodating their diverse time zones, such as Australia, Denmark, Italy, and Spain. Additionally, I managed payment processing and provided ongoing academic support to students.

Runner

Brian Head Resort, 2024 (Winter Season)

Runner

This marked my initial venture into working abroad. At Giant Steps within Brian Head Resort, I served as a runner in the Food and Beverage department. My responsibilities included overseeing orders from waitstaff and monitoring kitchen operations to ensure efficiency. Once verified, I delivered meals to customers. I handled customer inquiries and resolved any issues with their orders, while also attending to additional requests. Throughout the winter peak season, my role focused on ensuring 100% customer satisfaction.



ABILITIES AND CERTIFICATIONS

- 7th Year Exam (Equivalent to B2 level of English)
- A2 Deutsch Level
- Asociación Lenguas Vivas (A.E.X.A.L.E.V.I)
- CPR COURSE
- MS. OFFICE- DRIVE- GOOGLE DOCS- GOOGLE MEET-ZOOM- JAMBOARD-