

Aida Perez Zepeda

Profile

Currently working as an ESL teacher, teaching beginners between 8 and 12 years old. Experience and duties include creation and delivery of ESL lessons, teaching both receptive and productive skills, and effective online classroom management

Additionally, I have been involved in various administrative, management, and creative processes as a creative chief and content writer for startups and remote projects.

I possess strong skills in the Microsoft Office Package, including Excel, Word, and PowerPoint, as well as Canva graphic design skills, and have experience using Zoom.

Skills

Project management

Creativity

Teamwork

Active listening and appreciative feedback

Staff development

Collaborative learning

Classroom management

Lesson planning

Canva graphic design skills

Microsoft Office Package skills

Zoom skills

Languages

English - C2



Spanish - Native



Education

The TEFL Academy, UK.

JULY 2024

Level 5 168 Hour TEFL Certificate

UMOV ACADEMY - Mexico City

CURRENTLY STUDYING

BA Business Administration

UMOV ACADEMY - Mexico City

NOVEMBER 2023

Diploma in Project Management

UMOV ACADEMY - Mexico City

OCTOBER 2023

Diploma in Sales

UMOV ACADEMY - Mexico City

DECEMBER 2022

Diploma in Organizational Communication

**CENTRO INTEGRAL DE ESTUDIOS
SUPERIORES UNIC - PUEBLA, MEXICO**

SEPTEMBER 2018-AUGUST 2020

Business Administration Technical Degree

Experience

Creative Chief | MosArt Magazine

November 2020 - July 2021

1. Business Coaching
2. Unification strategies implementation
3. Public Relationships Management
4. Administrative management of the creative area
5. Marketing campaigns management
6. Editorial project management
7. Writing and editing of multiple articles and digital content

Content writer | UPOP

July 2023

1. Writing of articles and digital content creation for an entertainment startup

English Teacher | Futuro Academia

June 2024 - Currently employed

1. Creation and delivery of English language lessons with use of engagement strategies
2. Effective classroom management
3. Teaching receptive and productive skills
4. Student assessment and providing constructive feedback



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