



NOA BERNADETT SMITH

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SUMMARY

Attentive and passionate, British - Hungarian Citizen - TEFL Teacher, with 18 years experience in English language. Focusing on creating a positive environment in which students can learn and grow. Using empathy and emotional intelligence skills to effectively deliver English classes. Leveraging students' feedback to create dynamic lesson plans that address their strengths and weaknesses. Incorporating interdisciplinary knowledge to engage students of all learning orientations. Having a deep knowledge of British culture and traditions, and believing the importance of teaching not only language skills, but also educating students to have a better understanding of the British way of life. Goal oriented and energetic, with talent for motivating students, with enthusiasm and encouragement.

SKILLS

- Classroom Management
- Competence with Educational Technology
- Lesson Plan Creation
- Record Keeping
- Conflict Resolution
- Critical Thinking
- Cultural Sensitivity
- Flexible Approach
- Excellent Communication and Interpersonal Skills
- Excellent Organisation and Time Management
- Expertise in Visual Education
- Creative Skills
- Attention to Details
- Empathy
- Friendly and Confident
- Tolerance and Patience

TEACHING EXPERIENCE

Private TEFL Teacher – London, UK and Hungary - 2020 to current

Planning, preparing and delivering lessons. Preparing teaching materials. Helping students to improve their listening, speaking, reading and writing skills via tailor made individual and group sessions. Checking and assessing students' work. Preparing students for English language exams.

Customer Service Advisor

Mercer Limited - London, UK - July 2022 to October 2023

GAS Production - London, UK - 09/2021 - 06/2022

Key responsibilities for both positions:

To ensure that customer requests are dealt with in a timely, accurate manner and approached courteously and professionally with a high level of customer service being maintained at all times.

Freelance Photographer – London, UK - 2013 to current

Commissioned fine art photography specialising in portraits.. Editorial photography with various magazine and newspaper publications. Expertly managing multiple responsibilities including initial consultations, sales, photo shoots and image editing.

Store Assistant Manager – London, UK - 2016 to 2019 - **Sweaty Betty, Runners Need and London Marathon Store**

Driving sales forward, reaching sales targets, providing exceptional customer service. Advising and assisting customers. Visual merchandising and collaborating with new store set-ups. Networking and building partnerships with local businesses. Opening and closing store, banking, maintaining appropriate staffing levels, organising rota, overseeing stock control and receiving orders. Handling online orders. Administrative duties.

Private tutor / Nanny (Age Group 2 to 10 years old) – London, UK - 2005 to 2015

Reviewing materials assigned by the students' teachers and helping students complete homework. Communicating with parents about students' progress. Providing primary study support and feedback for students, encompassing such subjects as English, maths, history, and science. Working one-on-one with students to complete art projects assigned by their schools.

Primary School Teacher (University Practice) - Hungary - 09/2001 to 07/2005

Creating lesson plans and delivering classes, in line with the national curriculum. Classroom and behaviour management, ensuring all students are developing. Monitoring students' progression and marking work. Engaging children of all abilities. Working with teaching colleagues to plan and coordinate work. Maintaining a safe and happy learning environment for all pupils.

EDUCATION

TEFL.org - 120 Hours Premier English Teaching Diploma

London, UK 2020

TEFL.org – Teaching English Online (40 Hours) and Online Teaching Practice Diploma

London, UK 2020

Westminster Adult Education - BTEC Diploma in Photography Level 3 and 2

London, UK 2011 to 2013

Morley College – City and Guilds Diploma – Photo Imaging

London, UK 2009 to 2010

University of West Hungary - BA Degree in Primary School Teaching and Visual Education (Art)

Hungary – 2001 to 2005

LANGUAGES

English: Bilingual Proficiency / Native Level

Hungarian: Native

INTERESTS

- Psychology • Travelling • Languages • Photography • Diving • Cycling/Running/Hiking • Writing