

Artem Medvedev

Ph.D., M.A., B.Ed., TEFL Level 5 (168 hours)

HIGHLIGHTS

- Over 20 years of teaching experience with learners from school to post-graduate levels
- Over 20 years of research, marketing, administrative, translation, and analytical experience

SKILLS

- Fluent user of MS Windows, Mac OS, MS Office Suite, iWork, Moodle, PeopleSoft, Adobe Suite, InDesign, MAXQDA, NVivo, Corel Draw, Industry Mailout, CMS, Maptitude, Google Suite, Poll Everywhere, Mentimeter, Kahoot;
- Capable of learning new software within a short timeframe
- Typing speed: 80 wpm

TEACHING

SEPT 2015 – AUG 2022

Program Coordinator, Course Coordinator, Instructor
(Northern Alberta Institute of Technology, Edmonton, Canada)

Courses taught and coordinated:

- All levels of English as a Second Language (ESL)
- Business English
- Introduction to Communication
- Intermediate Communication Skills
- Critical Reading and Writing
- Marketing Research

AUG 2013 – AUG 2016

ESL, Computer Skills, and Customer Service Skills Tutor
(A&D Tutoring and Instructional Services, Edmonton, Canada)

SEPT 2013 – MAY 2016

ESL Instructor (Cultural Connections Institute, Edmonton, Canada)

Courses taught and content created for:

- All levels of ESL
- Professional communication skills course

JULY 2011 – DEC 2013

ESL Instructor (University of Alberta, Edmonton, Canada)

Courses taught and content created for:

- All levels of ESL
- Intensive English language program
- English for special visiting groups
- English for Academic Purposes (EAP)

LANGUAGES

English fluent
Russian fluent
French intermediate
German intermediate

PHONE

+1 (780) 222-7136

EMAIL

medvcom@gmail.com

[LinkedIn.com/in/
artemmedvedev](https://www.linkedin.com/in/artemmedvedev)

VOLUNTEERING

- Mentor at Boys & Girls Clubs / Big Brothers Big Sisters of Edmonton, Canada
- Writer and communications consultant at Cheetah Conservation Fund Canada
- Marketing communications consultant at CCI-LEX, Canada
- Communications advisor at Fair Vote Canada

JAN 2011 – APR 2011

Russian Language Instructor
(City of Red Deer Culture Services, Canada)

SEP 2007 – APR 2011

Russian Language Instructor
(University of Alberta, Edmonton, Canada)

OTHER WORK

SINCE AUG 2022

Analyst (Government of Canada, Ottawa, Canada)

SINCE APR 2013

Freelance Tutor, Translator, Marketing and Communications Consultant (Self-employment in Canada)

JUNE 2016 – NOV 2016

Marketing Consultant (A&D Tutoring, Edmonton, Canada)

MAY 2012 – MAR 2013

Communications Analyst (City of Edmonton, Canada)

SEP 2006 – MAY 2012

Research Assistant (University of Alberta, Edmonton, Canada)

EDUCATION

Ph.D. (2012), Slavic (Applied) Linguistics, University of Alberta

M.A. (2007), Applied Linguistics, University of Alberta

B.Ed. (2005), Teaching English and German / Intercultural Communication / Translation, Tver State University

TEFL Level 5 Diploma – 168 hours (2025), TEFL Academy

MEMBERSHIPS

Former member of the Career Professionals of Canada, the International Association of Business Communicators, the National Communication Association, and the Canadian Association of Slavists

REFERENCES

Available upon request.