

Manahil Al-Gheryani

Nationality: Libyan

Date of Birth : 15 March 1991

CONTACT

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SKILLS

Business and enterprise skills



Communication & relationship building



IT skills



Individual and group planning



Translating English documents to Arabic and vice versa.



Organising and booking events and programs



Microsoft Office and it's applications.



Typing & Editing



Personal Profile

I have a range of experience including teaching, scheduling and organising events, cooking, starting up small local businesses and many more. I always aim to do my absolute best in everything I do or participate in. In addition, I am constantly focused especially when handling challenging situations as it acquires someone who is fast, precise and skilful. In my previous jobs I had to deal with challenging situations and work to tight deadlines.

WORK EXPERIENCE

Worked for a Korean Company DONGMYEONG ENGINEERING CONSULTANTS & ARCHITECTURE CO. LTD as a translator & administrative assistant year-2009/ 2010.
Worked for Australiazation An import and export goods company as a translator and administrative assistant - year 2010/ 2011.

worked as a teacher in Atwafik primary school in Ain Zara- year 2013

Worked in Silvium School (private English school) as a primary teacher year- 2013-2014

Worked in Talent four English skills course different age group year 2015-2017

Worked in AtoZ international school grade 1 class teacher year 2017-2018.

Worked in Target English Center (part time) different age group year -2018 up to date

Working in the TCL English language center (part time) year 2019 up to date

worked as tutor 4 years .

Worked as a full time Class teacher at CAL (Canadian academy of Libya) 2019-2022

Experiences

- Teaching general English to individuals, small and large groups.
- Designing courses and making my own curriculum
- Experience in dealing with people especially children and teenagers
- Founder of Avoca Great Food. An online page serving different types of food.

EDUCATION AND TRAINING

LANGUAGES

English Fluent



Arabic Fluent



- Secondary school graduate with the percentage of 94%.
- University degree (Bachelor) in English language from the Faculty of Education. With the percentage 84%
- TKT certificate from the British Council.
- TEFL Academy certificate level 5 course.

Hobbies and interests

- Teaching
- Traveling
- Cooking
- Charity work
- Events planner