**Leyla Isaieva**

English language teacher / IELTS instructor

Ottawa, Canada

(581) 899-7142

l.isayeva91@gmail.com

**SUMMARY**

* 15 years of experience in teaching English as a second language
* 5+ years of providing high quality IELTS classes
* Expertise in planning lessons, creating programs, lesson handouts, and materials
* Expertise in organizing activities to practice speaking, writing, listening, and reading skills in a classroom setting.
* Honored in 2024 with the Best English Teacher Award at the Technical University of Azerbaijan for outstanding teaching methods and dedication to student success.
* Successfully guided over 500 students to achieve excellent results in English language exams, including IELTS.

**Languages: English, Russian, Ukrainian, Turkish, Azerbaijani**

**Computer skills:** Proficiency in MS Office and Power Point

**RELEVANT SKILLS**

* Internationally recognized teaching certificates (TKT, TESOL, TEFL, IELTS)
* Experienced in conducting mock tests, providing strategic exam guidance
* Designed and implemented a specialized English Program for the university students to address the unique needs of a specific student group.
* Solid work ethics, communication skills, team collaboration, strong time management, multitasking, curriculum development, classroom management, assessment, and feedback

**EMPLOYMENT HISTORY**

**Azerbaijan Technical University | Baku** 09/2022 - 07/2024

* Provided General English and IELTS Classes
* Conducted mock tests to prepare students for the IELTS exam format and timing constraints.
* Assisted students with preparing for IELTS exams by providing guidance on exam techniques, question types, and time management strategies.
* Adapted teaching style according to individual needs identified through assessment results or classroom observation.
* Developed and implemented effective English language lesson plans for students of varying levels.
* Participated in staff meetings with other teachers and administrators in order discuss issues relating to curriculum design or improvements that could be made within the department.
* Honored in 2024 with the Best English Teacher Award at the Technical University of Azerbaijan for outstanding teaching methods and dedication to student success.
* Represented the faculty of foreign languages of Technical University of Azerbaijan in Romania under Erasmus+ program for a week

**Study Lab | Baku** 09/2021 - 09/2024

General English Teacher and IELTS Tutor

* Developed lesson plans to teach English language skills such as grammar, pronunciation, reading, writing, and listening.
* Provided individualized instruction to meet the needs of each student.
* Adapted teaching methods based on individual student learning styles.
* Integrated media content in class to improve listening skill, speaking skill and vocabulary.
* Required spoken and written student responses to contexts to increase reading comprehension.

**University Foundation Centre | Baku** 10/2018 - 09/2021

General English Teacher and IELTS Tutor

* Adapted instructional materials for special needs learners using various modalities.
* Participated in professional development seminars aimed at improving teaching methods.
* Guided students to write for varied purposes and audiences to develop writing skills.
* Used online resources to complement traditional course materials and aid in student learning.
* Created lesson plans to address the needs of entry-level and upper-level science students.

**Embassy of Afghanistan to Azerbaijan | Baku** 10/2015 - 06/2016

Assistant to the Ambassador

* Organizing the schedule and communication of the Ambassador's office in Azerbaijan and Georgia.
* Monitoring all Azerbaijani and Georgian media and updating the Ambassador on the most important news
* Arranging interviews for the Ambassador with Azerbaijani media
* Translating of messages / notes of the Ambassador from English to Azerbaijan and Russian languages
* Communicate with other diplomats in writing and translation of the letters received from Afghanistan (in English) and sending them to Azerbaijani organizations

**Freelance English Teacher and IELTS Instructor** 09/2010 - 07/2024

* Provided individualized instruction for struggling students.
* Designed assessments to monitor student progress in English language development.
* Adapted teaching methods based on each student's unique needs and abilities.

**EDUCATION & TRAINING**

**• T. Shevchenko National University of Luhansk | Ukraine, Luhansk (05/2013)**

Master in Russian/ English philology

**• T. Shevchenko National University of Luhansk | Ukraine, Luhansk (05/2013)**

Specialist in English/Russian translation

**• T. Shevchenko National University of Luhansk | Ukraine, Luhansk (05/2012**)

Bachelor in English and Russian languages teaching

**CERTIFICATIONS**

**TEFL** - 2019

**TESOL** - 2021

**IELTS** - 2022 (Overall score 8)

**TKT** - 2023