**Manuela Evans**

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Email - manuelavillajos@gmail.com

Date of Birth - 01/ 01/ 1977

Nationality: Spanish

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| **EDUCATION AND qualifications** |
| * BA Spanish Language, Literature and Linguistics. *University of Córdoba* 1999, Spain.
* Teaching Training (CAP, equivalent to PGCE) 180 hours. *University of Córdoba* 2000, Spain.
* Qualified Teacher Status (QTS). DfES Reference Number: 02/18148

*Department for Education and Skills, 2002.* |
| **Work Experience** |
| * 2010 - 2016. Private tutor (Caithness, Scotland)

Private Spanish tuition for beginners, GCSE and A level students, as well as adults looking for language skills for their own development.* 2012 Spanish lecturer, evening class at the *Pulteney People's Project* (Wick, Scotland)

Spanish tutor for evening courses at Pulteney People's Project, Wick.* 2012 - 2016. Spanish lecturer for non-vocational Spanish. North Highland College, University of the Highlands and Islands (Thurso, Scotland)

 Spanish tutor for Spanish evening courses at Thurso College, Scotland.* 2016 - Present. Private tutor (Nottinghamshire, England)

Spanish tuition for young and adult learners covering a wide range of levels and abilities.* 2017 – Present. Freelance interpreter. DA Languages, (Nottinghamshire, England)

Freelance interpreter for the NHS and Local authorities. * 2017 – Present. Volunteer translator. The Prem Rawat Foundation (TPRF)

Volunteer translator of articles from English to Spanish.* 2018 – Present. Volunteer translator. Translators without Borders (TWB)

Volunteer translation and proofreading of texts from English to Spanish. * Current position - Owner of Spanish Tuition Services (Spanishtuitionservices.co.uk)

Tailored tuition across Nottinghamshire for independent learners, covering a wide range of ages and abilities, from basic to advance level.* September 2018 – Present. Corporate training. Language Matters. Delivering a Spanish course for beginners’ level (A1) in Nottingham City Centre, on a weekly and ongoing basis.
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| **COURSES** |
| * II Jornada de formación para profesores de español

 October 2018, Universidad de Salamanca* Jornada de formación para profesores de español

 June 2018, Universidad de Salamanca* Introduction to humanitarian translation

June 2018, Translators without Borders * Introduction to public sector interpreting

December 2017, AA Global Language Services Limited* Corrección, estilo y variaciones de la lengua española

October 2017, License NM8VVS5KA4SQ, Universidad Autónoma de Barcelona via Coursera  |
| **KEY SKILLS** |  |
| * Good communication skills
* Reliable
* Committed
* Punctual
* Confident
* Patient

  | * Adaptable to the work environment
* Good command of technology for teaching purposes
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| **Further Information**  |
| * Excellent command of the English language
* Full, clean driving licence
* Enhanced DBS
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