

Personal Details:

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Personal Profile:

I am a teaching assistant with a wide range of experience across foundation stage, key stage 1 and key stage 2. I have particular expertise in working with children who are learning English language as an additional language, and also enjoy teaching children who have SEN and behaviour difficulties. I am creative, patient and helpful towards children. I also have great passion for languages and translate both general and specialized texts. I am always keen to learn more, improve my skills, and grow professionally. I am flexible, with a reliable approach towards work, responsible. I am able to work on my own initiative, but am also a good team player. I pay attention to details and learn quickly.

Work Experience:

January 2012 –present

St Alban's Catholic Primary School in Warrington

Teaching Assistant

Main focus on supporting EAL children

- Helping newly arrived EAL children to settle in the school/classroom, teaching them English language/ improving their English depending upon their level of English
- Helping class teachers with lesson planning for EAL children and giving teachers suggestions for how to help EAL children to access the curriculum. (Keeping myself up to date with how to support EAL children by attending bilingual conferences and by receiving training from bilingual professional teacher).
- Assist generally in the educational and social development of pupils under the direction and guidance

	<p>of the head teacher, class teachers, preparing the classroom for lessons, helping pupils who need extra support to complete tasks, SEN children, children with behaviour difficulties,</p> <ul style="list-style-type: none"> • Helping with outings and sport events • Liaising with parents and other professionals.
July 2017 – present	<p>Translation Empire</p> <p>Freelance Translator</p> <p>Part time work from home.</p> <p>Translating general and specialized texts from English into Slovak, using SDL trados software.</p>
September 2010 – April 2012	<p>MBS AUTO’S Garage and Hand car wash, Wigan</p> <p>Receptionist</p> <p>Answering phone, working with PC – Word, Excel, PowerPoint, Outlook, typing letters, handling correspondence, faxing, mailing, bookkeeping, performing accounting duties, making advertising plans.</p>
November 2009 – July 2011	<p>Northern Diver, Appley Bridge, Wigan</p> <p>Repair Assistant</p> <p>Diving suits repairs, customer service, stocktaking</p>
December 2008 – October 2009	<p>Babylon Restaurant, Presov, Slovakia</p> <p>Waitress</p> <p>Customer service, serving customers, cash handling, stocktaking, organizing events including weddings, birthday parties and business meetings.</p>
April 2007 – December 2008	<p>Saris Pub, Presov, Slovakia</p> <p>Waitress</p> <p>Preparing and serving light meals, full customer service, including taking orders, preparing all drinks, handling cash, closing down the till.</p>

Education and Qualifications:

2004-2009

University of Presov, Slovakia

Degree Certificate in **General Education Teacher Training**, in following combination of subjects:
History - Civics

2000-2004

**High school, Konštantínova 2, Presov,
Slovakia**

History, Civics, English and Slovak.

Other Qualifications and trainings:

- Dip Trans course – on going
- Higher Level Teaching Assistant (HLTA) Diploma Level 4 – 3.10.2017
- GCSE Mathematics – grade C – June 2015
- GCSE English- grade C – June 2015
- Primary Science workshop in Supporting EAL children – 1-day conference in Crewe – 27.6.2014
- Cambridge English Advanced course – June 2014
- Read- Writing Phonics 1-day course – 21.4.2014
- Advanced Level Apprenticeship in Supporting Teaching and Learning in Schools
CACHE Level 3 Diploma in Specialist Support for Teaching and Learning in Schools (QCF)
– 10.12.2013
- Functional Skills qualification in English at Level 2
- Functional Skills qualification in Information and Communication Technology (ICT) at Level 2
- Functional Skills qualification in Mathematics at Level 2
- Supporting EAL children 1-day conference, Manchester – October 2013
- NVQ Teaching Assistant L2
- Short course Introduction to Teaching Assistants
- Course of Employability Entry Level 3
- General pedagogy / grade: excellent
- Teacher pedagogy / grade: excellent
- History / grade: good
- Civics / grade: good

Languages:

English language – fluently

Slovak: mother language

Czech Language – fluently

Polish Language – advanced

Driving licence: full B