Laura Chatten

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Profile

I am a motivated, friendly, confident person who loves teaching English. I am currently working in South Korea teaching a wide range of ages and levels and I am really enjoying the challenge of improving my teaching skills. I hope to find a school where I can continue to grow professionally.

Education

2010 Cambridge CELTA (Pass)

 St Giles International, Brighton

* 1. MA Cultural Studies (Pass)

 Goldsmiths College, University of London

* 1. BA (Hons) Psychology and Cultural Studies (2:1)

University of Surrey, Roehampton

2000-2002 Liskeard School and Community College

A Level: Textiles (A), Psychology (B), English Language (B), History (C).

10 GCSEs grade A-C, including Maths and English.

Employment History

English Language Teacher. Forest of Rousseau Academy, Yangji, Korea.

May 2010-Present

* Teaching English to Kindergarten, Elementary and Middle school students with a variety of levels.
* One to One tutorials with advanced students.
* Planning lessons and reward systems to encourage students to learn English.

English Language Teacher. Suzanne Sparrow Plymouth Language School.

March 2010-May 2010

* Teaching general English to foreign language students on a casual basis.
* Planning and structuring lessons around the students’ needs
* Accompanying groups of students on trips around the local area.

Library Assistant. Wandsworth Council, London.

March 2008-December 2009

* I worked as part of a large team operating the Information Desk dealing with queries in person and on the phone.
* Gained the Frontline library certificate which enabled me to organise promotions.
* Led story time sessions and assisted in many activities run by the Children’s Library encouraging children’s reading.
* Assisted with day-to-day running of library, including shelving and issuing books.

Assistant Manager, Oddbins, Balham, London.

December 2006-March 2008

* Led and trained a small team of full and part-time staff.
* Gained the Wine and Spirit Educational Trust Intermediate Certificate.
* Handled cash and organised the daily banking and paperwork.
* Met deadlines set by Head Office such as new promotions and sales targets.
* Organised deals on Wholesale Accounts and ordered stock for the branch.

F/T Temporary Store Assistant, Trago Mills, Liskeard, Cornwall.

Summer 2003-2005

* Duties included maintaining the merchandise as part of a team, stocking the department and carrying out stock checks.
* Provided customer service in a demanding retail environment, dealing with enquiries and complaints.

P/T Student Assistant Librarian, Roehampton University, London.

Oct 2004-June 2005

* Processed returned items and shelved material to appropriate shelf-mark.
* Helped improve visibility of journal collection and provided assistance for library users.
* Assisted with the merger of two library sites onto one and amalgamated the stock.

P/T Christmas Store Assistant, Khazana, Putney, London.

Oct 2003-Jan 2004

* Operated the till, handled cash and ensured that stock was available.
* Provided customer service, dealt with enquires on the phone and in person and gift-wrapped merchandise.

P/T Shop Assistant, Royal Cafes, Liskeard, Cornwall.

May 2000-Sept 2002

* Worked independently and cleaned and stocked the store, checked health and safety requirements, as well as operating the till and handling cash.
* Sold age restricted goods, so had to ensure customers were legally allowed to buy goods.

Voluntary Work

Volunteering at Trinity St Mary’s Primary School, London.

January-May 2009

* Observed the teachers and assisted with pupils in Year 5.
* I then moved to Year 1 where I listened to children read using phonics, as well as assisting the teacher in the class.
* I also helped in a unit for children who spoke English as an additional language.

Girl Guiding UK. 1st Streatham Hill Brownies and Rainbows.

January-December 2009

I volunteered at a local Brownie unit for girls aged 7-9 and Rainbows for girls aged 5-7. .

* Worked towards my Leadership qualification which I hope to complete in the future.
* Organised weekly events for the Rainbows and Brownies, such as pizza-making, games and craft activities, as well as organising a trip to celebrate the Girl Guide centenary.

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| AcademicFran PerrySt Giles International Brighton1-3 Marlborough PlaceBrightonEast SussexBN1 1UB | EmployerPaul McCueLeisure and Amenities Deputy DirectorRoom 112Wandsworth Town HallWandsworth High StreetSW18 2PU |

References