

PERSONAL INFORMATION

ARZU MIKAYILZADE



 B.NURIYEV str.26,apt.100, Baku, Azerbaijan

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 arzumikayilzade@yahoo.com

Sex Female | Date of birth 28/12/1984 | Nationality Azerbaijani

POSITION

Instructor

WORK EXPERIENCE

September 2007- up to present Khazar University Department of English Language and Literature Instructor

June 2007 –September 2014 Khazar University, School of Economics and Management, Assistant to Dean.

EDUCATION AND TRAINING

OCTOBER-DECEMBER 2014- ENGLISH LANGUAGE TEACHING METHODOLOGY WORKSHOP

2005 - 2007 **Azerbaijan University of Languages**
Master's degree, The Department of Linguistics
Honor Diploma

Replace with European Qualification Framework (or other) level if relevant

2001-2005 **Azerbaijan University of Languages**
Bachelor's degree, The Department of English Language and Literature
Honor Diploma

PERSONAL SKILLS

Mother tongue(s) Azerbaijani

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Russian	C2	C2	C2	C2	C2
Turkish	C2	C2	C2	C2	C2

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

Communication skills

- Good listener with a remarkable ability to understand instructions while paying attention to detail
- Strong negotiating power
- Power to facilitate communication process
- Excellent ability to adapt to changing work environments
- Special talent for communicating with staff in order to assist them in working flexibly

Computer skills

- good command of Microsoft Office™ tools, Power Point, Internet Explorer, Outlook

ANNEXES

