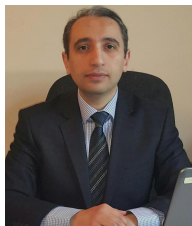


PERSONAL INFORMATION



Eynur Mehdiyev

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✉ emehdiyev@khazar.org; eynur.mehdiyev@gmail.com

Sex Male | Date of birth 22/11/1976 | Nationality Azerbaijani

WORK EXPERIENCE

Feb 2016–Present

Vice-chair of English Language and Literature Department; Major Programmes Coordinator

Khazar University, Baku (Azerbaijan)

Duties:

To take responsibility for all aspects of teaching and learning within the English Department.

To manage the English Department; to encourage, support and challenge teachers to maintain and raise the already high academic standards.

To develop and implement the educational philosophy of the university and to promote a culture of best practice.

To monitor constantly, evaluate staff performance and to be the first port of call for any teacher in need of advice or support.

To arrange and oversee all staff academic professional development.

Nov 2015–Feb 2016

English lecturer

Khazar University, English Language and Literature Department, Baku (Azerbaijan)

Duties:

Delivering lectures on Methodology of TESL

Teaching Academic English

Teaching English for Specific Purposes

2010–2014

English teacher

Private English Language School, Baku (Azerbaijan)

Duties:

Planning, preparing and delivering lessons to a range of English classes

Teaching English as a foreign language to adults with specific purposes

Teaching English to students and preparing them for international examinations, such as IELTS and TOEFL

Teaching Business English

Using leading course books and cutting edge technology in class.

2006–2010

English teacher

"New Way" Education Centre, Baku (Azerbaijan)

Duties:

Teaching English as a foreign language to teenagers and students

Classroom management

Teaching all the English language skills that enabled the students to effectively communicate

Developing the language level of students from Pre- Intermediate to Upper-Intermediate level
Tailoring English Teaching Methods to suit the needs of the students
Preparing and setting tests, examination papers, and exercises
Marking and providing appropriate feedback on oral and written work

1999–2006 English teacher

Special School of the English Language, Baku (Azerbaijan)

Duties:

Teaching English as a foreign language to schoolchildren and students
Teaching English Grammar and developing students' 4 essential language skills
Helping students improve their conversational English
Evaluating students' homework and assignments
Preparing classroom materials, homework assignments, and handouts
Recording and maintain accurate student attendance records and grades
Developing English lesson plans in line with the National Curriculum
Maintaining discipline in the classroom
Creating a vibrant teaching atmosphere

EDUCATION AND TRAINING

Sep 2014–Sep 2015

MA in English Language Teaching

Coventry University, Coventry (United Kingdom)

Modules taken:

Theories and Methods of Language Learning and Teaching
The Phonology and the Semantics of the English Language

The English Language: Structure

Designing Language Training Materials
Teaching English in Higher Education

English for Business

Computer Assisted Language Learning: Past, Present and Future
Analysing Written and Spoken Discourse

Research Methods in Applied Linguistics
Dissertation in Applied Linguistics

Thesis: Learner Autonomy: English language teachers' beliefs and practices in Azerbaijan

Sep 1994–Sep 1998

BA in Linguistics

Azerbaijan State University of Languages, Baku (Azerbaijan)

1992–1994

Baku Humanitarian Lyceum, Baku (Azerbaijan)

1984–1992

252 Secondary School, Baku (Azerbaijan)

PERSONAL SKILLS

Mother tongue(s) Azeri Turkish

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Russian	C2	C2	C2	C2	C2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
 Common European Framework of Reference for Languages

Organisational / managerial skills

An articulate qualified English teacher who is able to effectively communicate with students from diverse backgrounds or varying degrees of ability. A committed and dedicated teacher with a proven ability to teach, motivate and direct students to maximum performance by encouraging a positive and energetic environment.

Job-related skills

- Excellent communication skills in English*
- Able to form quick and productive relationships with students and staff.*
- Able to use computer-assisted educational resources*
- Researching new topic areas and maintaining up-to-date subject knowledge*
- Able to teach vulnerable and sometimes challenging students*
- A committed and organized person*
- Fully aware of diversity and cultural issues*
- Able to teach across all key stages*
- Ability to prioritize work and meet deadlines*