

KONUL GULIYEVA

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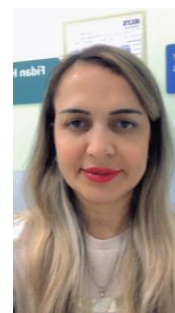
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Date of Birth: 06/10/1979

Marital status: Married

Nationality : Azerbaijani



EDUCATION

- **2023 May- IELTS – Overall 7,5**
- **2022- PhD SEC exam result- 42.5 / 50 (Writing 9.25 out of 10; Speaking 9.2 out of 10)**
- **2019- TKT Module 1- Band 4**
- **2017 – Certificate on Train the Trainer, “LOSGAZ” company**
- **February 2015- TKT Modules 1,2,and 3 – each Band 3;**
- **October 2014- IELTS - Sp. : 8.5 Lis.: 8 Read.: 6 Wri. : 6; Overall:7**
- **2011 June-Cambridge University Preliminary Certificate**
- **2015 September- several Certificates on Safety and on the best Safety BOSS Card in CTTC TTE Petrofac**
- **2014- Best Company Trainer Certificate, ELS- “Professional Language Solutions”**
- **Sept. 2005- June 2007 - Azerbaijan State Pedagogical University -
*Enlightenment (Master’s Degree with **Distinction**)***
- **Sept. 2000- June 2004 - Azerbaijan Gandja Pedagogical University
*Primary Education Teacher (bachelor’s degree)***
- **June 2003- Sept. 2003 – Trainee in “S&P Training”, Ganja, on computer programs, including Adobe Photoshop, Adobe Go Live, Adobe Live Motion, Internet Website designing**
- **Sept. 1997- June 1999 – “XXI Century”- English Language and Computer Training College: English Language and Computer Programs**
- **1989-1996- Secondary school- 4-11 grades, Gandja, Azerbaijan**

- **1986- 1989-** Secondary School 1-3 grades, the Russian Federation
 - **1984- 1986-** Nursery school, the Russian Federation
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KEY SKILLS

- Ability to work to create the necessary condition for students to learn effectively and reach the desired outcome.
- Aptitude to integrate the four skills, reading, listening, speaking and writing, in an effective way for the teaching of English to be successful.
- Ability to effectively establish rapport with students from diverse backgrounds and to tailor English teaching methods to suit their individual needs.
- Communication skills.
- Collaboration, adaptability, empathy and patience. Other characteristics of my teaching include an engaging classroom presence, value in real-world learning, exchange of best practices and a lifelong love of learning
- Interpersonal skills.
- Management skills.
- Problem-solving skills.
- Highly developed computer skills, with comprehensive experience of exploiting technology in the classroom to make the most of the learning experience.

WORK EXPERIENCE

- **September 2022- till now- KGL International English Contest Examiner (including Triple- STEP, HOP, JUMP exams);**
- **October 2022- till present- English Language Trainer (English for Specific Purposes; Foundations 1-2), Khazar University**
- **October 2017- till present- Language Instructor- ELC Pro (Teacher Training Courses for International Certificates), Baku**
 - TKT Trainings for university instructors, college and school teachers of English
 - IELTS, OET, FCE, PET, FCE, BCE trainings (for Cambridge programs and exams), PTE, DuoLingo
 - Interview skills, presentation skills training
 - English for Specific Purposes trainings (doctors, lawyers, engineers, oil workers, financial analysts)
- **September 2016- October 2017- LOSGAZ LLC, Baku branch (UK Technical Training company). Administration Specialist**
 - Arranging multinational oil and gas safety related trainings
 - Negotiating with oil and gas companies in Georgia, Turkey, Azerbaijan, Scotland
 - Interviewing new recruits for administration work
 - Assigning and verifying tasks for certain personnel
 - Confirming and revising training materials
 - Issuing LOSGAZ LLC training certificates for trainees from various oil and gas companies
- **February 2016- September 2016- LOSGAZ LLC, Baku branch (UK Technical Training company). An interpreter at Sangachal technical training centre**
 - *Translating expat trainers during technical job-based trainings*

- Written translation of training materials
- **Sept. 15, 2004- 2016 January- BP contractor Language Solutions, Baku branch (Professional Language Solutions, London) Technical and Academic English Language Trainer**
- **BP Foundation Trainees with TTE Petrofac, in CTTC Sangachal (Caspian Technical Training Center) as well as in BP Baku office:**
 - *Intensive 6 -months/ one-year English training projects for BP technicians from various disciplines, preparing them for further training on their disciplines (production; instrumentation; mechanical; electrical)*
 - *Preparing Curriculum and training program materials, lesson plans, and teaching aids*
 - *Pre-teaching job-based vocabulary including authentic technical materials*
 - *Going through and Implementing 8 Golden Rules of BP (The 8 behavioral standards of BP; risk assessment; safety related topics)*
 - *Teaching email writing, reporting Language such as accident/ job -related reports and weekly reports, mind - mapping and summarizing*
 - *Teaching presentation skills as well as skills for preparing slides*
 - *Encouraging team spirit, teamwork, and peer work*
 - *Developing time management skills and identifying potential leaders*
 - *Training Interview Skills and Work safety, along with office safety*
- **BP projects for Schlumberger/SOCAR/ KCA Deutag/ BTC in Baku and CTTC Training Centre based in the Sangachal Terminal**
 - *Intensive 3-month English language courses*
 - *Ongoing English language courses*
 - *Creating database of teaching materials*
- **2004- 2016- BP Projects for SAIPEM (ITALIAN COMPANY)/CSOF- SOCAR CODERO: April, 2011- October, 2012**
 - *Intensive English language courses for SAIPEM divers, ship crew and office staff*
 - *Technical English and for navy workers*
 - *Job-related English (diver- submarine works, ship work, ROV machine operating)*
 - *Safety on Ship*
 - *Developing instruction skills and distant radio talk skills*
 - *Office language (Business English) for office staff*
- **April 2000- Sept. 2004 – “S&P Training” Language and Computer Training Company (UK company, Gandja branch):**
 - *English Language Trainer :*
 - *Silk Route/ Ipek Yolu (Shamkir- Gazakh highways Office Staff);*
 - *International Bank Staff (Ganja branch)*
 - *Training doctors for Austria International Seminars*
 - *UNDP (UNO) Staff in the Ganja Executive Powers (Press Releases)*
 - *General English Learners*
 - *Translator and Interpreter*

2003- AzETA Member – Held and participated in English Language Trainings for Trainers, Baku

Sept. 1999 – April 2000- “XXI Century” English Language and Computer Training College:

- *Translator / Interpreter*
- *English Language Trainer*

ADDITIONAL TRAININGS

From 2016- till now- participating in various language training seminars, conferences, symposiums, trainings – **within the country, abroad, online**

From 2000- To 2007 Wide range of Long- term and Short-term Language conferences, trainings and seminars held by British Council and American Embassy (including various seminars organized and delivered by myself for teachers)

From 2004- To 2016 Safety related and Team building trainings held by BP Azerbaijan

LANGUAGE PROFICIENCY

In all 4 skills (L, R, W, S)

English	Fluent
Russian	Native
Azeri	Native
Turkish	Intermediate
German	Novice

COMPUTER SKILLS- Excellent

- Windows Programs, Word, Excel, Internet Applications/ Programs
- Outlook, Power Point, Adobe Photoshop
- Able to implement Smart Board

PERSONAL PROFILE	
<ul style="list-style-type: none">• I consider myself to be an enthusiastic, self-motivated, reliable, responsible, competent, honest, deft, well-organized, and hardworking that allows me to contribute my knowledge and perspectives on how to achieve company goals.	

- I am the person who is able to work in a busy environment and produce high standards of work. I am an excellent team worker and adaptable to all challenging situations. I have the ability to take initiative and build up good working relationships with all colleagues and am able to work well under pressure and adhere to strict deadlines.