



## Europass Curriculum Vitae

### Personal information

First name(s) / Surname(s) **Elza Semedova**  
Address(es) Gedirli Street, home N 5 , Yasamal district, AZ1006, Baku, Azerbaijan  
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Nationality Azerbaijan  
Date of birth 27.12.1975  
Gender Female

### Work experience

Dates	September 2008 - ongoing
Occupation or position held	Dean School of Education
Main activities and responsibilities	Management and official representation of the Faculty
Name and address of employer	Khazar University, 11 Mehseti street, AZ 1096, Baku, Azerbaijan
Types of business or sector	Education
Dates	September 2008 - December 2012
Occupation or position held	Head of Azerbaijan Language and Literature Department
Main activities and responsibilities	Managing the educational and scientific work of the Department
Name and address of employer	Khazar University, 11 Mehseti street, AZ 1096, Baku, Azerbaijan
Type of business or sector	Education

Dates	September 2004 - September 2005
Occupation or position held	Instructor of Azerbaijan Language and Literature Department
Main Activities and responsibilities	Managing teaching and learning process
Name and Address of employer	Azerbaijan State Economic University, Baku, Azerbaijan
Type of business or sector	Education

Dates	February 2005- September 2005
Occupation or positions held	Instructor of Turkish Language and Literature Department
Main activities and responsibilities	Managing teaching and learning process
Name and address of employer	Gafgaz University, Baku, Azerbaijan
Type of business or sector	Education

Dates	September 2005 – September 2008
Occupation and positions held	Head of the Student and Education Department
Main activities and responsibilities	Managing school activities and faculties to achieve school mission, developing and scheduling quality educational courses, perform data analysis, tracking, auditing and reporting to school management when needed
Name and address of employer	The School of Administration of Turkic World at Azerbaijan State Economic University, Baku, Azerbaijan
Type of business or sector	Education

Dates	April 2005- December 2007
Occupation and positions held	TV presenter,
Main activities and responsibilities	Interviewing program guests and present program was called "Baku Esintileri"
Name and address of employer	TRT TV/ Baku Branch
Type of business or sector	TV

Dates	October1999- May 2004
Occupation and positions held	Teacher of Turkish Language
Main activities and responsibilities	Managing teaching and learning process
Name and address of employer	School of theTurkeli, Kayseri / Turkey
Type of business or sector	Education

## Education and training

Dates	2018, May
Title of qualification awarded	Associate Professor

Dates	1999 -2004
Title of qualification awarded	Doctor of Sciences in Philology
Principal subjects/occupational skills covered	Turkic Languages Ph.D. dissertation: " Comparative Semantics of simple verbs in Turkish and Azerbaijan Languages

Name and type of organisation providing education and training	Institute of Social Sciences, Selcuk University, Turkey
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<p>Dates Title of qualification awarded Principal subjects/occupational skill covered Name and type of organisation providing education and training</p>	<p>1997 – 1999 Master of Philology Turkic Languages MA thesis: Comparative Morphology of Turkish and Azerbaijan Languages Institute of Social Sciences, Erciyes University, Turkey</p>
<p>Dates Title of qualification awarded Principal subjects/occupational skill covered Name and type of organisation providing education and training</p>	<p>1993-1997 Bachelor of Philology Turkic Language and Literature  Department of Turkic Languages and Literatures, Faculty of Arts and Sciences, Erciyes University, Turkey</p>
<p>Dates Title of qualification awarded Principal subjects/occupational skill covered Name and type of organisation providing education and training</p>	<p>1994-1997 Certificate program Teacher training Faculty of Education, Erciyes University, Turkey</p>
<p>Dates Title of qualification awarded Principal subjects/occupational skill covered Name and type of organisation providing education and training</p>	<p>October 1992- May 1993 Certificate program Turkish Language  TOMER- Language School, Ankara University, Turkey</p>

**Personal skills and competences**

I am always friendly and helpful with my students, colleges and other university personals. I am communicative, hardworking and enthusiastic. I am quick learner and I have enough experience of working in different fields, such as education, linguistics, literature, culture and management. I have good experience of work team. I never hesitate to take the initiative.

Mother tongue(s)

**Azerbaijani**

Other language(s)

**Turkish, Russian, English**

Self-assessment

*European level (\*)*

**English**

**Russian**

**Turkish**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
B1		B1		B1		B1		B1	
B1	User	B1	User	B1	User	B1	User	B1	User
C2	Proficient User	C1	Proficient User	C1	Proficient User	C1	Proficient User	C1	Proficient User

(\*) [Common European Framework of Reference for Languages](http://www.cedefop.europa.eu)

Social skills and competences	<p>My social skills and competences have progressed and faced the mirror by many courses concerning human beings and their behavior, group-dynamics and interaction. As an active person with empathy and caring I appreciate knowhow and professionalism by human touch. Working as a leader I carry my responsibility and enthusiasm to get the staff involved in work for the basic task and for the community. Listening the people and observing the things around demand also a good analyzer and organizer in the processes to achieve the goals. I have learnt to face and solve problematic situations..</p> <p>Teaching skills: I have good experience of teaching. I teach some courses at Khazar University, such as, Introduction to Turkology, Orkhun Turkish, Ottoman Literature, Modern Turkish Literature, Literature of Turkic Peoples, Comparative Grammar of Turkic Language, Social linguistics, Azerbaijan language (for foreign students), Curriculum and Assessment Strategy, Teaching methods of Mother Language.</p>
Organisational skills and competences	<p>I work systematically with a holistic way but at the same time I pay attention to the relevant details I have an ability to create motivation, co-operational and supportive atmosphere inside the school community While working at Azerbaijan State Economic University and Khazar University I have organized series of seminars, trainings, conferences, and several international symposiums.</p>
Computer skills and competences	<p>Competent with all Microsoft Office programmes.</p>
Driving licence	<p>Driving Licence Category B</p>

## ADDITIONAL INFORMATION

### Publications

1. Elza Semedova, "Communicative Language of Turkic World", "Ulukumuz" Journal , ISSN: 1694-5034, Year: 2, volume and pages: 4, 117-142, İstanbul, June, 2007. ("Türk Dünyasının İletişim Dili", of "Ülkümüz" dergisi, Türk Dünyası Araştırmaları Vakfı, ISSN:1694-5034, Yıl:2, Sayı: 4, 117-142, İstanbul, Haziran-2007).
2. Elza Semedova, "Words used both as nouns and verbs", Institute of Linguistics, Azerbaijan Academy of Science, Research-I, (A collection of articles), pages 214-219, Baku, Azerbaijan, 2005 ("Hem fiil hem isim gibi kullanılan kelimeler", Azerbaycan İlimler Akademisi Dilçilik Enstitüsü, Tedgigler-I,(Makaleler Toplusu), s.214-219, Bakü, Azerbaycan, 2005).
3. Elza Semedova, "Research of simple verbs in Azerbaijani literary language by diachronic method.", Institute of Linguistics, Azerbaijan Academy of Science, Linguistic issues 1(2), (A collection of articles),pages 166-175, Baku, Azerbaijan, 2005 ( "Azerbaycan Edebi Dilindeki Sade Fellerin Diakron Metodla Tedgigi ", Azerbaycan İlimler Akademisi Dilçilik Enstitüsü, Dilçilik Meseleleri 1 (2), (Makaleler Toplusu), s.166-175, Bakü, Azerbaycan, 2005.
4. Elza Semedova, "A brief review on the history of Azerbaijani and Turkish written language", Azerbaijan Academy of Science, Institute of Folklore, XIV Scientific Search Collection (A collection of articles), pages 103-107, Baku, Azerbaijan, 2005 (Azerbaycan ve Türkiye Yazı Dillerinin Tarihine Kısa Bir Bakış", Azerbaycan İlimler Akademisi Folklor Enstitüsü, Elmi Axtarışlar XIV Toplu, (Makaleler Toplusu), s.103-107, Bakü, Seda yay., Azerbaycan, 2005).
5. Elza Semedova, "One sound: closed é in Turkic dialects:" Journal of Azerbaijani Studies, V10-12/ N.1-2, 2007-2009, The International Symposium, Modern Developmental Trends and Turkic World, 29-31 May 2009, Khazar University, pages 522-532, Journal of Azerbaijani Studies, V10-12/ N.1-2, 2007-2009 (Türk Lehçelerinde Bir Ses: Kapalı é Khazar University).
6. Elza Semedova, "Ali Bey Hüseyinzade's Role In works of common Turkic Language in XX Century", Turkish Studies, (International periodical for the Language, Literature and History of Turkish or Turkic) Academic Journal, 2009, Volume 4 Issue 8, s. (1986-1995Yüzyılda Ortak Türk Dili Çalışmalarında Ali Bey Hüseyinzade`nin Rolü).

7. Elza Samedova, "Highlighted socio-political values in our ancient culture", II National Forum of culturologists, 3 June, 2010, Ministry of Culture and Tourism, Scientific Collection (Elza Samedli, Qədim Mədəniyyətimizdə Öne Çıxan Sosial Siyasi Dəyərlər, Kulturoloqların II Milli Formu, 3 İyun 2010, Mədəniyyət və Turizm Nazirliyi, Elmi Məcmuəsi),
8. Elza Samedova, "Istanbul in the poetry world of the mathematical intelligence" Elza Səmədli, Riyazi Zəkanın Şiir Dünyasında İstanbul, I Intl. Uluslararası Dünya Edebiyatında İstanbul Sempozyumu, 6-7 Mayıs 2010, bildiri Beykent Üniversitesi, Türkiye
9. Elza Samedova, "Literary activity of Ali Bey Huseynzade", The International Symposium, Azerbaijan in World Literature, 27-29 May, 2011, Khazar University ( Elza Səmədli, Ali Bey Hüseynzade'nin Edebi Faaliyeti)
10. Elza Samedova, "Phonetic and Semantic Remains of Original Long Vowels in Azerbaijan Turkish", The Journal of International Social Research, Volume 5, Issue: 20, Winter 2012, p.127-132. (Asli Uzunlukların Azerbaycan Türkçesindeki Fonetik ve Semantik İzleri) ,
11. Elza Samedova, 'Data informed school leadership', Education leadership and policy in Azerbaijan and the UK: Building capacity for school improvement; Collaborative workshop: University of Nottingham, UK and Khazar University, Azerbaijan , 25-28 March, 2014
12. Elza Samedli, Factors influencing teacher education in Azerbaijan and some quality indicators of teacher preparation programs, Policies and issues on teacher education, V International Conference, 30 April-2 May 2015, Baku Azerbaijan
13. Elza Samedli, Overview of teacher preparation programs in Azerbaijan with a view towards preparing professional teachers, Tbilisi, Georgia, 2016/ TEMPUS project - 544251-TEMPUS-1-2013-1-GE-TEMPUS-JPHES/ Strengthening the Specific Role of Universities as Lifelong Learning Institutions
14. . Elza Samedli, Duygu Uçkun, Azerbaycan Dili Öğretim Programındaki Dinleme-Konuşma Kazanımlarına Eleştirel Bir Bakış, Simpozium materialları, Cild III, IV Uluslararası Türk Dünyası Araştırmaları Sempozyumu, 26-28 Nisan 2017, Niğde, Türkiye  
<http://sempozyum.ohu.edu.tr/tudas2017/files/IV.CiltIII.pdf>,

15. . Elza Samedli, Duygu Uçkun, Türkçe ve Azərbaycan türkçesi ve edebiyatı öğretmen yetiştirme programlarının karşılaştırmalı incelenmesi, Simpozium materialları, Cild I, III Beynəlxalq Türk Dünyası Araşdırmaları Simpoziumu, 25-27 May 2016, Bakı
16. . Elza Samedli, Azərbaycanlı şagirdlərin PIRLS 2016 nəticələrinin təhlili, "Qloballaşan təhsil", Beynəlxalq Simpozium, Xəzər Universiteti, 20-21 Aprel, 2018
17. . Elza Samedli, Üzeyir Hacıbəyli və Gori Seminariyasına Yönelik Eleştiriləri, 100. Yılında Azərbaycan Cumhuriyeti Uluslararası Kongresi, Anadolu Üniversitesi, Eskişehir, Türkiye 26-27 Mayıs, 2018
19. . Elza Samedli, Turkish-German relations in the Azerbaijani press at the beginning of the XX century, III International Turkish-German Relations Symposium, Würzburg, Germany, November 8 and 11, 2018

**Books** Elza Samedli, Türkologiyaya giriş (dərs vəsaiti), Xəzər Universiteti Azərbaycan dili və ədəbiyyatı departamenti, Xəzər Universiteti, 2017

**Editors of books**

Modern Developmental Trends and Turcic World ((International Symposium Materials ) Journal of Azerbaijani Studies, V10-12/ N.1-2, 2007-2009, , Khazar University Press, 2009

Azerbaijan in World Literature, (International Symposium Materials), Khazar University Press, 2012

Using Student Assessment Results and Monitoring Studies for Management Decisions, Khazar University Press, 2013

New Subject Curriculum and Active Learning in Elementary Education, Khazar University Press, 2013

**Projects**

2009--2010

Dates Project Expert

Occupation and positions held Preparing Internal Quality Assurance if Azerbaijan Higher Education,

Main activities and responsibilities Open Society Institute Foundation, Programs of East East

Name and address of employer Baku Education Century

Type of business or sector Education

2011-2013

Dates Project Manager

Occupation and positions held Training for Trainers on Application of the New Subject Curriculum and Active Learning in Secondary

Main activities and responsibilities Preparing and organising teacher's training

Name and address of employer Ministry of Education, Azerbaijan

Type of business or sector Education

February 2013- September 2013

Dates Project Manager

Occupation and positions held Training on Using Student Assessment Results and Monitoring Studies for Management Decisions,

Main activities and responsibilities Preparing training materials and organizing trainings of trainers

Name and address of employer Ministry of Education, Azerbaijan

Type of business or sector Education

Dates

Occupation and positions held

Main activities and responsibilities 25-28 March, 2014- ongoing

Name and address of employer Project Coordinator

Type of business or sector Organising collaborative workshop

Education leadership and policy in Azerbaijan and the UK: Building capacity for school improvement;

Collaborative workshop: University of Nottingham, UK and Khazar University, Azerbaijan

Education

Dates	April 2015- March 2016
Occupation and positions held	Project Manager
Main activities and responsibilities	<b>“Training on Development and Assessment of Textbooks”</b> .
Name and address of employer	Preparing training materials and organizing trainings of trainers
Type of business or sector	Ministry of Education, Azerbaijan Education
Dates	November 2014- ongoing
Occupation and positions held	Project Manager
Main activities and responsibilities	<b>“Training on Potential School Principals</b>
Name and address of employer	Preparing training materials and organizing trainings of trainers
<b>Type of business or sector</b>	Ministry of Education, Azerbaijan Education