

PERSONAL INFORMATION



Konul Mammadova

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Sex Female | Date of birth 29/01/1987 | Nationality Azerbaijani

POSITION

Instructor of English language

WORK EXPERIENCE

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- | | |
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| 15/09/2018–Present | Instructor of English language
Khazar University, Baku (Azerbaijan) |
| 01/09/2012–30/06/2015 | Instructor of English language
Baku Education and Information Center, Baku (Azerbaijan) |
| 01/11/2013–30/11/2013 | Assistant on grants and administrative work
Chemonics International Inc., Baku (Azerbaijan) |
| 15/09/2011–15/06/2012 | Instructor of English language
Azerbaijan State Pedagogical University, Baku (Azerbaijan) |
| 01/10/2009–01/09/2011 | Head of Department of Technical Manufacturing
“Constructional, Manufacturing, and Industrial Trust №16”, Baku (Azerbaijan) |
| 01/05/2008–30/04/2009 | Instructor of English language (volunteering)
“KNN” English & Computer Learning Centre, Baku (Azerbaijan) |
| 10/01/2008–31/03/2008 | Trainer in debate (volunteering)
“Zengi” lyceum “Zengi” lyceum, Baku (Azerbaijan) |
| 01/09/2005–01/12/2006 | Translator (volunteering)
“Turan” Translation Center, Baku (Azerbaijan) |

EDUCATION AND TRAINING

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| 15/09/2010–15/06/2011 | Improvement of professional skill Instructor of English language
Azerbaijan University of Languages, Baku (Azerbaijan) |
| 15/09/2009–15/06/2011 | MBA-Master of Business Administration Management
Azerbaijan State Economic University, Baku (Azerbaijan) |
| 15/09/2004–31/06/2008 | School of Humanities and Social Sciences Bachelor of Arts in |

English, Minor: Persian (Diploma with high Honours)
 Khazar University, Baku (Azerbaijan)

PERSONAL SKILLS

Mother tongue(s) Azerbaijani

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Russian	C1	C1	B2	B2	B2

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

Communication skills

Good communication skills gained through my experience as instructor
 Excellent contact skills with students - the ability of informing and conveying information, positive motivation, effective body language, interpersonal skills

Organisational / managerial skills

- *Teamwork,*
- *Leadership*
- *Communication*
- *Self –motivation*
- *Responsibility*
- *Problem solving*
- *Complaints handling*
- *Interpersonal skills as well as ability to manage and work within the team.*

Job-related skills

the ability of managing the class in a way that they can improve their skills

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Basic user	Independent user	Basic user

Digital skills - Self-assessment grid

ADDITIONAL INFORMATION

Honours and awards

- *IELTS – 6.5 (listening – 8, reading – 6, writing – 6, speaking – 6.5)*
- *Deans Honour Lists ,Khazar University
 Spring /Fall- 2006; Spring/Fall- 2007
 (GPA more than 90)*
- *Certificates for passing the “Debate program” 28-29 April, 2007, 10-11 November, 2007, 5-6 April 2007, Baku, Azerbaijan*
- *Certificate for passing “The Transatlantic Institute” March-2007*
- *Certificate for passing “Qafqaz Insurance Company» March 2007*
- *Certificate for passing “English Conversation Club”, Khazar University, 2006*
- *Certificate for passing “KNN” Computer Course*

- *Lead the group in some presentations*
- *Participated in Olympiads on subject English languages , Azerbaijan language and literature*
- *Made presentations in English classes*