Ahmed Dawood Salman

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**Professional Experiences**

* English teacher with 5 years of teaching experience teaching students of different ages and academic backgrounds
* Recognized for ability to develop and implement activities which improve students’ learning and communication skills
* Communication Skills: Ensure open communication with students and/or their parents and the management regarding students’ growth and well-being
* Achievement: Succeeded to improve students’ communication skills and enrich them with confidence to speak in English to anyone

**Teaching Experiences**

Arabic-English Translator & Interpreter (2012-Present)

* Design Websites from scratch for different types of businesses
* Translate many documents from English to Arabic and vise versa
* Translate websites content to Arabic
* Translate thesis from Arabic to English
* Interpret Arabic to English and vise versa
* Translate menus, brochures, and Ads to Arabic
* Online Research for companies backgrounds in Arabic

CES Language center, Penang, Malaysia (September 2009 - October 2011)

English Teacher

* Maintain discipline in the classroom, provide resources for the lessons, simplify lesson plans in line with curriculum objectives and assist students to prepare for their examination
* Provide informative presentation to students and present different area of studies and ensure that all the students comprehend all the aspects of the curriculum
* Provided training for new teachers and gave guidance and supervision until they became fully prepared for their students
* Meet with parents and schools management to present information gathered during fact finding missions in an effort to improve students participation and improve the performance

EFL Language center, Penang, Malaysia (November 2011 - December 2012)

English Teacher & Coordinator

* Planning with the business owners to open a new language center by interviewing new teachers, helping on marketing and promoting the center, planning the curriculum and material used for every level
* Teaching students who were university students and managed to improve their academic writing and public speaking
* Provided intensive English for business courses for adults learners

GPX Group, Penang, Malaysia (January 2013 - December 2014)

English Teacher & Supervisor

* Worked together with the other teachers to ensure all avenues of the curriculum are met and delivered
* Adopted distinctive teaching methodologies, documented all lessons, organized healthy group discussion and monitored troubled students
* Taught classes with engaging learning activities to students of 12-18 years old
* Trained and guided new teachers and staff

Saigon Home Stay, Ho Chi Minh City, Vietnam (August - September 2017)

English Teacher (Volunteer)

* Lived together with Vietnamese students and foreign teachers in the same house in a way that we talk and communicate with students all day long
* Planned different outdoor and indoor activities which gave a huge opportunity for the students to practise whatever they have learned in their lessons
* Taught adults students of 18-29 years old at the home stay and I managed to improve their speaking skills as I highly focused on speaking improvement beside improving their grammar and sentence structure skills
* Interviewed and assess new students to allocate them for the right level
* Supervised and trained new volunteering teachers as some of them had no English teaching experience and I made sure they are ready to start teaching

**Education**

University Science Malaysia (USM) , Penang, Malaysia

Bachelor degree in Computer Science, September 2011  
Major : Information System Engineering  
Minor : Management

**Spoken Languages**

Arabic (native Language) : Advance

English : Advance

Malay (Malaysian Language) : Intermediate

Chinese (Mandarin) : Basic

**References**

Mr Anthony (CES Language Principle)

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Mr Tony (Saigon Home Stay Manager)

Mobile: +841647080226