

Andreas Stoupos

English Language Teacher - Proofreader

Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level English language teaching position. Ready to help team achieve company goals. Dependable candidate successful at managing multiple priorities.

Education

MA European Theatre **University of Kent in Canterbury** United Kingdom / From September 2016 to November 2017

Marks/Assessment:60/100

Bachelor's (Honours) - English Language and Literature **Aristotle University of Thessaloniki** Thessaloniki / From September 2009 to February 2016

Marks/Assessment: 2.1

Secondary School Diploma **General Lyceum of Kallimasia** Kallimasia / From September 2006 to July 2009

Marks/Assessment:16.6/20

Work experience

Broad Understanding of English Language **Freelance English Teacher**

Communicate Language Teaching / Since May 2019

I have been working as a freelance English language teacher and I have been implementing the modern theories of the Communicative Language Teaching. To be more specific, I focus my teaching on the development of the communication skills where children and adults learn how to communicate by intuitively memorizing linguistic elements when they listen to someone speaking or exchanging information with each other. By combining the oral communication with the simultaneous studying of the grammatical and syntactical precision, the students will eventually acquire a more spherical perspective on the English language understanding. Moreover, I have extensively worked on business terminology translation/proof-reading projects and articles.

Fine-Dining Supervisor - Headwaiter **Oz Bay Fine-Dining Cocktail Bar** Chios Island / From May 2022 to September 2022

Waiting Staff Supervisor **20 Stories - Michelin Recognized Bar Restaurant** Manchester / From September 2021 to February 2022

Head Bartender **Treasure Island Pirate Theme Cocktail Bar** Kos Island / From June 2021 to September 2021

Library Headwaiter **Reputable Historic Cocktail Bar - The Nightjar - Top 50 World** London, Shoreditch / From November 2019 to September 2020

Headwaiter **Thomas Grill - Skala Cocktail Bar Restaurant** Kos Island / From April 2019 to October 2019

Assistant Waiter **Bogart** Chalkis / From December 2018 to January 2019

Headwaiter **Carpe Diem** Chalkis / From October 2018 to January 2019

Headwaiter **Skala Cocktail Bar** Kos Island / From July 2018 to October 2018

Private Conference Room Headwaiter **The Hoxton Hotel** London, Holborn / From December 2017 to June 2018

Headwaiter **The Real Greek Restaurant** London, Soho / From September 2017 to December 2017

Headwaiter - Supervisor **Sandflames Shisha Bar Restaurant** London, North Acton / From June 2017 to September 2017



✉ andreasstoupos@gmail.com

🏠 Kallimasia, Chios, 82100, Greece

📅 31 years old

🔗 <https://www.linkedin.com/in/andreas-stoupos-319288258/>

🇬🇷 Greek, Hellenic

🚗 Driving licence

🚗 Personal vehicle

📞 6981821863

Languages

French

Conversational

Greek

Native language

English

Native-like proficiency

Assets

Communication

Collaboration

Reliability

Freelance English Proofreader

- My areas of expertise are proofreading and creative writing with a strong focus on art, business and financial terminology. I've always appreciated the uniqueness when it comes to evaluating each content individually. I love working on paperwork oriented to academic research.
- I have strong written and verbal communication skills, and I am able to work to tight deadlines. I am a very task-oriented person and I am able to establish immediate connection with the content or dissertation I receive. My methods are mainly focused on clarifying meaning obfuscations and discrepancies.
- I pride myself on being proactive as I have major discipline skills and I deeply know how to motivate myself to achieve perfection. As I have studied and worked abroad for many years, I have managed to acquire a more profound, native-like understanding of the English Language through intensive communication. Furthermore, I would always discuss with my managers and coordinators about the points that should be highlighted and the solutions to the emerging complications that are necessitated.

Computer skills

General Navigation - Internet Research Browsing

Microsoft Word, Excel, Power Point

Additional education

Certificates **English Language - Fine-Dining** Greece, London / From January 2006 to December 2022

- Greek State Certification for Teaching French B2 (2005)TOEIC (2006)
- Greek State Certification of Teaching English (2006)
- Michigan Certificate of Proficiency (2006)
- IELTS (2016)
- RPSH Level 2 Award in Food Safety and Hygiene (2018)
- Nightjar Private Seminars of Absinthe fermentation and history by Alan Moss (2020)
- Jerry - Certificate of Achievement - Extraordinary Beverage Level 1 (2020)

Interests

Traveling

Web Development

Gym

Poetry and Literature Reading

Experimental Mixology

Fine-Dining Hospitality Duties

- Greeted new customers, discussed specials, took drink orders and built immediate positive connections with guests
- Thoroughly coordinated waiters' movements providing them with on-point explanations about how fine-dining service operates
- In charge of training new waiting staff in detail
- Responsible for explaining cocktails and food in theory
- Attentively observing service discrepancies or omissions
- Loaded trays with accessories, including eating utensils, napkins and condiments
- Applied communication and problem-solving skills to resolve customer complaints and promote long-term loyalty
- Prepared silverware sets to provide adequate supply for host station
- Collected payment for products served, balanced cash receipts and maintained accurate cash drawer
- Stayed up to date on menu changes to offer accurate information, answer questions and help customers select optimal meal choices based on individual preferences
- Provided ample information with regard to the cocktails origin, creation and history
- Maintained strong reputation of efficiency, earning numerous recommendations from satisfied customers
- Attentive observation of customers' individual preferences in order to provide optimal drinks choices
- Attentive observation on customers' organic deficiencies and allergies
- Exquisite knowledge on mixology and advanced understanding of cocktails scaling construction
- Exquisite knowledge of Gins, Rums, Vodkas, Whiskies, Tequilas, Mezcal, Aperitifs, Vermouths, Liqueurs
- Exquisite knowledge and profound understanding of garnishes and ornamentations of the cocktails
- Maintained high class service
- Serving more than 500 persons with demands of higher quality per day
- Upselling
- Extensive wine knowledge - in charge of explaining wine specific elements
- In charge of private events and reservations
- In charge of efficiently coordinating the administration of the restaurant
- Excellent use of PDA - PDQ - POS and other electronic machines
- Opening and closing the cocktail restaurant

Abilities

- Bilingual in Greek and English English language proficiency
- Online teaching
- Communicative Skills
- Highly collaborative with teams
- Leadership Skills
- Efficient Problem-solving