

PERSONAL INFORMATION

Nina Emeršič Grajska cesta 15, 9250 Gornja Radgona (Slovenia) 041916883 ninaa.emersic@gmail.com

JOB APPLIED FOR

English Teacher

WORK EXPERIENCE

1/7/2013–30/9/2013

Waiter

Pizzerija Potač, Gornja Radgona (Slovenia)

- customer service
- communication with guests

1/7/2014–30/4/2016

Waiter

Trend Caffè, Gornja Radgona (Slovenia)

- customer service
- communication with guests

8/5/2016–Present

Job in car wash

Foliotec - Lešnik Dejan s.p., Maribor (Slovenia)

- internal car cleaning
- advising customers
- quality determination

1/10/2013–30/9/2014

Volunteering in The Society of Deaf and hard of Hearing

Društvo gluhih in naglušnih, Maribor (Slovenia)

- helping deaf students with everyday school work
- helping deaf students learn English
- helping with various projects

EDUCATION AND TRAINING

1/9/2008–15/7/2013

Graduate

EQF level 5

Gimnazija Murska Sobota, Murska Sobota (Slovenia)

1/10/2013–5/7/2017

Professor of Pedagogy and Graduate of Interlingual Studies - English

EQF level 6

Faculty of Arts, University of Maribor, Maribor (Slovenia)

- communicating with customers
- translating and interpreting from native to foreign language and vice versa
- principles of pedagogical practice
- working with children with special needs

PERSONAL SKILLS

Mother tongue(s) Slovenian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Pridobljena izobrazba prve stopnje					
German	A1	A1	A1	A1	A1
Russian	A1	A1	A1	A1	A1
Slovenian Sign Language	A2	A2	A1	A1	A2
Completed courses in Slovenian Sign Language					

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 - I gained excellent communication skills at every work place, as communication with customers was of paramount importance, and the customer's feeling and opinion was at the center.

Organisational / managerial skills - I gained good managerial skills in the workplace in the car wash, as I was teaching new skills to my colleagues and guiding them through the whole process of adapting to the workplace.

Job-related skills - Good knowledge of the quality process (I am also responsible for determining the quality of the work done at the current job).
 - Mentoring (in the current position I am responsible for training and introducing new employees).

Digital competence

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

[Digital competences - Self-assessment grid](#)

Other skills - Playing music (I played bass guitar in a musical group)
 - I offer learning assistance (I helped deaf students in everyday obligations at school)

Driving licence B