SHYLA THOMAS

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Summary

An enthusiastic, highly motivated educator with more than 15 years’ teaching experience and possessing excellent interpersonal skills seeks opportunities to implement core values of education in the community.

Education

**Universiti Malaya**, Doctoral studies, Thesis submitted. Awaiting viva.

* Translation studies at the Faculty of Language and Linguistics
* Research undertaken to study the translation effects of an Indian novel that was translated into French through English.
* The study requires the competence of three languages namely Malayalam, English and French.

**University of Madras, Chennai,** master’s degree in French (M.A.), June 1990- May 1992

* Study of French literature, Grammar and Linguistics.
* Scored an Upper Second class.

**Annamalai University, Chidambaram,** Bachelor of Education (B.Ed.), January-December 1992

* Majored in teaching of Physical Science and English
* Gained a professional qualification to pursue a career in teaching.
* Scored an Upper Second class.

**Women’s Christian College, Chennai,** bachelor’s in chemistry (B.Sc.), June 1986-May 1989

* Achieved a First Class.
* Relevant modules: Physical, Inorganic, Organic, Analytical and Industrial Chemistry, Microbiology, Principles of human nutrition and Physics.

Work Experience

**Universiti Teknologi PETRONAS** Tronoh, Perak.

Part-time lecturer of French

Responsibilities included…

May 2015– Present

* Plan, prepare and deliver French lessons to engineering undergraduate students.
* Create positive education climate for students to learn the foreign language
* Assist students to improve their listening, speaking, reading and writing skills in individual and group sessions.
* Grade and provide feedback and guidance to help them strengthen skills.
* Provide greater avenues and out of class resources for those who aspire to go further.
* Employ differentiated teaching methods, incorporating, audio and visual activities to cater different learning styles of students.
* Collaborate with program coordinators to assess and improve student performance and course content for Departmental Program Review.
* Prepare comprehensive end of semester report of students’ performance including statistical data on achieving individual learning outcomes.
* Develop online homework and creative tasks as coursework assignments to sustain the students’ interest.

**Tenby International School** Ipoh, Perak.

Teacher

* **2007- 2010- Teacher of Mathematics (Primary level)**
  + Trained students towards the CIPAT (Cambridge International Primary Assessment Test)
* **2010-2013- Teacher of Science (Secondary level)**
  + Introduced General Science to Key stage 3 students.
* **2013-2016- Teacher of French (Primary& Secondary level)**
  + Pioneered the teaching of French at Tenby School, Ipoh.
  + Tutored French to students of Key stages 1,2,3 and 4 leading to IGCSE French.

Responsibilities included…

Sept 2007– Sept 2016

* Develop schemes of work and lessons plans.
* Identify and implement various instructional resources and methods to cater to students’ varying needs.
* Apply contemporary methods using technology to support and sustain learning.
* Facilitate differentiated teaching with the focus on special needs children.
* Impart pastoral duties in terms of providing student support, counselling and encouragement to students with academic challenges.
* Coordinate after-school activities such as games and clubs.
* Educate students to appreciate their own culture and to respect perspectives, values and traditions of their peers from various cultural backgrounds.

Skills and achievements

* Technical skills
  + Fluent in English, Tamil and Malayalam
  + Good at French and a working knowledge of Bahasa Melayu.
  + Well-versed in all Microsoft Applications and Internet
  + Received training in programming languages such as BASIC, COBOL and C++
* Presentation and Public Speaking skills
  + Presentation of Paper entitled “*Chemmeen*: Effective strategies for translating idioms and colloquial expressions” at the international webinar at the Kerala University, South India on 17th March 2021.
  + Presentation of Paper entitled “Translating figures of speech into English from the Malayalam novel *Chemmeen*” at the 8th FLL Postgraduate Research Conference held at the University of Malaya in December 2020.
  + Presentation of Paper entitled “Translation of address forms in the novel, *Chemmeen* from Malayalam to English” at the 7th FLL Postgraduate Research Conference held at the University of Malaya in November 2019.
  + Presentation of Paper entitled “*Chemmeen* tainted by tenses” at the 16thInternational Conference of Translators in August 2017 at the University of Malaya.
* Short-term assignments
  + Lecturer of English for “Skim Sangkutan dan Latihan (SSL)’ at Akademi Infotech MARA, Ipoh during July 2002.
  + Lecturer of English course as a short-term teaching assignment at Akademi Infotech MARA, Alor Setar (February 2000, January 2001).
* Translation skills
  + Undertaken editing and vetting of machine translation of advertisements, instruction manuals, recipes and other texts from Malayalam to English.
  + Responsible for translating motorcar Driver’s instructional manual from English to French for the State of Michigan, USA.
  + Translated the transcription of oral interrogation by Income Tax authorities of an Indian jewelry merchant, from Malayalam to English.
* Excellent communication skills
  + Demonstrated good written communication skills through the preparation of students’ performance on their progress reports while teaching at Tenby.
  + Prepared extensive and comprehensive testimonials for high school leaving students as part of their recommendation to further their studies at universities.
  + Mastered the art of communicating verbally by using appropriate speaking styles to cater to students of all ages ranging from early primary school goers to undergraduate learners throughout my teaching career.
  + Condensed my entire PhD thesis into a 3-minute presentation in simple language, avoiding jargons, at the 3MT competition organized by Universiti Malaya.
* Tutoring achievements
  + Tutored French language to Secondary and Higher Secondary school students in Indian schools (State-run and Central) in Chennai leading to public school examinations for 4 years (1992-1995).
* Adaptability
* Managed to adapt quickly with minimal training to the British curriculum in Tenby after being trained professionally under the Indian education system.
* Led a smooth transition into online teaching which continued to render dynamic and interactive sessions as previous, the students’ feedback and their performance in assessments being proof.
* Defended my thesis (Candidature Defense) and Thesis Seminar which were both held virtually and passed successfully amid the colossal change.
* Team spirit
* Partnered amicably with colleagues, students’ parents and other stake holders in a multicultural, multiethnic environment at Tenby International School.
* Liaised amiably with peers to conduct school trips for students to places of interest within Malaysia and Singapore which ended successfully all under stressful environments.
* Self-development
  + Attended online international seminar (*congrès mondial*) for French teachers by the International Federation of French teachers (*LA FIPF*).
  + Participated in training sessions to keep abreast of online applications for teaching and learning organized by Universiti Teknologi Petronas.
  + Participated in the international faculty development programme (webinar) organized by *Institut français en Inde*.
  + Taken part in seminars on the challenges of teaching French as a foreign language organized by the Embassy of France and Association of French Teachers of Malaysia.
  + Attended regular in-house training sessions to develop teaching and learning skills at Tenby School.
  + Attended Symposiums and Seminars in India on the methods of Teaching French.