

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

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)

15/09/2012–31/05/2013

Instructor of English language

Baku State University, 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

15/09/2010–15/06/2011

Further education - 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	Independent user	Independent user	Independent 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*