PERSONAL INFORMATION

Salvatore Richard Crimi

Sex Male Nationality American / Italian

JOB APPLIED FOR
POSITION
PREFERRED JOB

English Teacher
ESOL Cambridge exam tutor (Key A2, Pet B1, B2 First, C1 Advanced, C2 Proficiency) , Ielts and Toefl.

WORK EXPERIENCE

(Oct/2023- present)

Primary Teacher for 4th and 5th grade

Marymount Institute, 355 Via Nomentana Rome

(Jan/2018- Oct /2023)

Assistant Director of Studies for English courses

- American Academic Services, 80/A Piazza Cola di Rienzo, Rome www.americanacdemicservices.it
- I am responsible for evaluating students' English level, understanding their needs and creating tailored courses for students of all ages (6- adults) in order to achieve their objectives.
- I follow all students progress by preparing and correcting tests given to them regularly.
- I am responsible of staff teaching recruitment and management , supplying them with lesson training or further support to enhance their teaching skills.
- I am also in charge of creating staff procedures and making sure all teachers apply them in order to guarantee high standard service.
- Supply students with further material to improve their linguistic skills.
- ESOL exam mock tests are programmed periodically for exam prep students: Young Learners exams :Starters, Movers and Flyers, A2 Key, B1 Pet, B2 First, C1 Advanced, C2 Proficiency, Toefl and Ielts.
- In the past 10 years I have been working with students who are diagnosed with learning disabilities(Dyslexia, Dysgraphia and Dyscalculia). Students with ADHD.
- PTAs are arranged every two/ three months to give updates to parents regarding their children's progress.

2015-2017

Vice Assistant Director of Studies for English Courses

Anglo American International School SRL , 53 Via Aureliana Rome.

- I was responsible for evaluating students' English level, creating a tailored courses for all students giving support to ADOS. I also had to create test and correct them to assess students' progress. ESOL exam simulations were programmed for exam prep students: Young Learners exams :Starters, Movers and Flyers, A2 Key, B1 Pet, B2 First, C1 Advanced, C2 Proficiency, Toefl and Ielts.

2010-2014

Teaching position

Anglo American International School SRL , 5 Via Modena Rome

- I conducted General and Business English lessons to Italian students of several ages (8 - adults) .
- My job was specifically based on preparing lessons for students, introducing grammar points a and getting students to apply them properly in conversation. I assigned homework and enable all linguistic skills by using my creativity especially for the younger students (creating games, charade, reading song lyrics etc) in order to engage students' with the activities and stimulate their attention.
- I also conducted lessons and helped students to apply exam strategies to overcome successfully their Cambridge ESOL exams.

2006-2009

Teaching Position

World Wide Italia SRL103C Via Principe di Belmonte, Palermo

- Teaching General English to Italian Students

2007-2008

. Summer Camp (TELIMAR CLUB Palermo) organizing English courses for children between the ages 8-13

EDUCATION AND TRAINING

(1999-2005) **Degree in Foreign Languages and Literature**

University of Palermo, (Italy)

- English Literature
- Spanish Literature

(1998)

High School Diploma
Liceo Socio-Psico-Pedagogico
Istituto Dante Alighieri
Partanna (TP)

PERSONAL SKILLS

Mother tongue(s): English / Italian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Spanish	B1	B1	B1	A2	A2
	Replace with name of language certificate. Enter level if known.				
Replace with language	Enter level	Enter level	Enter level	Enter level	Enter level

Communication skills

- good communication skills developed through my experience as Assistant Director of Studies while managing a team of 12 teachers (training , supplying support during working hours, arranging staff meetings and adding notes in student's course books with specific instructions for all teachers to follow).
- giving moral and didactic support to students.

Organisational / managerial skills

- leadership (currently responsible for a team of 12 teachers)
- delegating and giving instructions to all staff members with the objective to perform their job achieving high standards.
- problem solving
- active listening skills

Computer skills

- good command of Microsoft Office™ tools

Other skills

- Photography

Driving licence

- B

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