

# ORLANDO DELGADO MATA

Elefante 81, Dept, 204 • Col. Del Valle 03100 • Distrito Federal, Mexico • (+52) 55 55 1691 3509 • [orlando@ihmexico.com](mailto:orlando@ihmexico.com)

## OBJECTIVE

To develop as a professional English language teacher and trainer.

## PROFILE

- Three year's successful experience as an English teacher with a reputation for creative lesson plans, highly effective teaching, and excellent classroom management skills.
- Comfortable and experienced in developing rapport with people from diverse backgrounds.
- Intuitive and creative problem solver; proven ability to successfully achieve goals in crisis and/or difficult situations, including lack of capacity, low staffing circumstances and funding shortages.
- Committed to high quality education for students.
- Strong commitment to teacher development.
- Experience in a wide range of teaching contexts, including one-to-one teaching , online teaching and tutoring, monolingual and multilingual classes, blended learning, examination classes, business English, teacher training & development and course design.

## WORK

### EXPERIENCE

Teaching Experience: 3 years

February 2007 – Present

International House México

Distrito Federal, Mexico

#### **English Teacher/Tutor (Full-time):**

Responsibilities and duties:

- Teach, design and prepare course material for the English Language Testing System (IELTS) General and Academic Tests.
- Develop and implement innovative courses geared to students sitting the IELTS Examination.
- Teach Business & General English for various companies as part of the school's Business English programme; some include: Banco Nacional de Mexico, Protego Asesores, Protego Casa de Bolsa, Sky Mexico, Interprotección - Agentes de Seguros y Fianzas, Consejo Nacional de Ciencia y Tecnología (CONACYT) , Banco del Ahorro Nacional y Servicios Financieros S.N.C.(BANSEFI), TOYOTA Mexico, Media Planning Services, etc.
- Teach, design and prepare material for exam preparation courses leading to the Cambridge Main Suite Examinations.
- Blended Learning: development and implementation of blended learning courses for the English Language Testing System (IELTS) General and Academic Examinations.

- Online tutoring: in charge of running the online tutoring department and main e-tutor on language courses on *NetLanguages.com*, with material for General English, and IELTS Preparation.
- IELTS Clerical Marker
- Cambridge ESOL Examinations Oral Examiner (KET, PET, FCE, CAE, BEC Preliminary, BEC Vantage & BEC Higher)
- Course design and elaboration of In-house teaching training books aimed at the IELTS exam (IELTS preparation course material)
- Teacher Training & Development (Cambridge ESOL Teacher Training, In-house Training)
- Teach levels A1 - C1.

August 2006 – March 2007

Instituto Angloamericano

Distrito Federal, Mexico

#### **English Teacher (Part-time)**

Responsibilities and duties:

- Teach all levels (A1 – C2) through conversation circles, using single-handedly developed written and multimedia material.
- Adapt language materials; develop innovative, result-driven lesson plans and incorporate visual aids into teaching methods to facilitate better exchange and understanding.
- Teach exam preparation courses for Cambridge ESOL examinations (FCE, CAE).

August 2005 – February 2006

Colegio Louis Buon Langlais

Distrito Federal, Mexico

#### **English Teacher (Full-time)**

Responsibilities and duties:

- Teach young learners and elementary school students at level A1-A2 in all areas of early childhood education concerning English language learning, including productive and receptive skills.
- Monitor students' attendance and progress.
- Prepare monthly reports and attend monthly meetings with the school director to discuss curricula and learners' progress

**EDUCATION,  
TRAINING &  
QUALIFICATIONS**

---

March 2009	Cambridge ESOL  CELTA Teacher Trainer-in-Training ( <i>Certificate in English Language Teaching to Adults Teacher Trainer in Training</i> )
January 2009	Cambridge ESOL  TKT Teacher Trainer ( <i>Cambridge ESOL Teaching Knowledge Test Teacher Trainer</i> )
December 2008	Global Village Vancouver - Teacher Training Centre  Cambridge ESOL DELTA – “Pass” ( <i>Diploma in English Language Teaching to Adults</i> )
December 2008	LANCELOT School  LANCELOT Course ( <i>Language Learning with Certified Live Online Teachers Course</i> )
November 2008	Cambridge ESOL  <i>Cambridge ESOL Examinations Oral Examiner (KET, PET, FCE, CAE, BEC Preliminary, BEC Vantage, BEC Higher)</i>
November 2008	International House World Organisation  <i>IH CAM</i> ( <i>International House Certificate in Advanced Methodology</i> )
June 2008	IDP: Australia  <i>IELTS Certified Clerical Marker</i>
June 2008	International House World Organisation  <i>IH COLT</i> ( <i>International House Certificate in Online Tutoring</i> )
September 2007	International House Mexico City  <i>Cambridge ESOL ICALT– ‘Overall Merit’ with ‘Distinction’ in Component 1</i> ( <i>In-service Certificate in English Language Teaching</i> )
December 2006	International House Mexico City  Cambridge ESOL CPE – “Pass B” ( <i>Certificate of Proficiency in English</i> )

September 2006 International House Mexico City  
*LCCI-FTBE Certificate – “Pass”  
(London Chamber of Commerce and Industry - Further Certificate for Teachers of Business English)*

July 2006 International House Mexico City  
*IHC in TEFL – “Distinction”  
(International House Certificate in Teaching English as a Foreign Language)*

July 2006 Cambridge ESOL  
*Cambridge ESOL TKT – “Band 4 (all modules)”  
(Teaching Knowledge Test)*

**SEMINARS,  
WORKSHOPS  
AND  
CONFERENCES**

---

**Teacher Trainer:**

February 2009 International House Mexico Mexico  
*Web-based Tools in Teaching and Learning*

**Teacher Trainer:**

September 2008 Union Nacional de Escuelas de Idioma Mexico  
*Teaching Online and Its Effects on Language Learning*

**Teacher Trainer:**

October 2007 International House Mexico Mexico  
*Teaching Pronunciation with Rods*

**Attendee:**

April 2009 IATEFL Cardiff, UK (Online).  
*The 43<sup>rd</sup> Annual International IATEFL Conference and Exhibition*

**Attendee:**

March 2009 LANCELOT School Network Germany (Online)  
*Net Advantage – Marketing 2.0 by Gavin Dudeney*

**Attendee:**

February 2009                      LANCELOT School Network                      Germany (Online)

*Virtual Round Table: Learning Conversation with Scott Thornbury*

**Attendee:**

February 2009                      LANCELOT School Network                      Germany (Online)

*Virtual Round Table: Learning Conversation with Noam Chomsky*

**Attendee:**

November 2008                      The European Commission (Lifelong Learning Programme)                      (Online)

*Trainers for Europe: Live Online Conferences & Training*

**Attendee:**

July 2008                              SKYLIGHT    Germany (Online)

*DICE I (Developing International Competence Effectively)*

**Attendee:**

May 2008                              SLanguages 2008                                      Second Life (Online)

*The Conference for Language Education in Virtual Worlds*

**Attendee:**

May 2008                              Union de Nacional de Escuelas de Idioma                                      Mexico

*Beyond Methods: Ways of Teaching in the New Millennium*

**Attendee:**

April 2008                              IATEFL    Exeter, UK (Online).

*The 42<sup>nd</sup> Annual International IATEFL Conference and Exhibition*

**Attendee:**

April 2008                              University of Hawaii & Osaka Gakuin University                                      (Online)

*The Technology, Colleges & Community World Wide Conference*

**Attendee:**

November 2007                      International House Mexico City                                      Mexico

*Dr. Susan Barduhn: The Lexical Approach and Making Vocabulary Memorable.*

**Attendee:**

February 2007                      Cambridge University Press                      Mexico

*Dr. David Crystal: Grammar Rules*

**Attendee:**

January 2007                      MEXTESOL (Mexican Association of Teachers of English)                      Mexico

*Business for Professional Purposes & Business English Examinations*

**Attendee:**

October 2006                      Cambridge ESOL                      Mexico

*Introduction to Teaching First Certificate in English*

**PUBLICATIONS**

**& PAPERS**

Delgado Mata, Orlando, 2009.

*'Researching Learning Styles'*

*IH Journal*, 2009, Issue no.27, London, England.

Delgado Mata, Orlando, 2009.

*'IELTS Preparation Course Material'* (in-house book)

*IH Mexico*, March 2009, Mexico city, Mexico.

**ASSOCIATIONS**

**& MEMBERSHIP**

- LANCELOT School Network  
(Language Learning with Certified Live Online Trainers)
- MEXTESOL  
(Mexican Association of Teachers of English, TESOL associate)
- ELTeCS  
(English Language Teaching Contacts Scheme, The British Council)

**COMPUTER  
SKILLS & E-  
LEARNING  
LITERACY**

- Office XP (Word, Excel, PowerPoint)
- Instant Messaging (Yahoo, Skype, MSN, etc)
- Virtual Whiteboarding (Instant presenter, Acrobat Connect, Vyew)
- Screen Sharing (Spreed, Vyew, etc)
- Web Touring (ivocalize, Elluminate)
- Recording and Screen Casting (Camtasia, My Screen Recorder, WM Recorder, etc)
- Virtual Classrooms (Acrobat Connect, Elluminate)
- Course Management Systems (Blackboard, Wikispaces)

## REFERENCES

- **International House Mexico City** Distrito Federal, Mexico  
Alfonso Reyes 224  
Col. Hipódromo Condesa  
Tel. (+52) 55 5211 6500  
[ariel@ihmexico.com](mailto:ariel@ihmexico.com)
- **LANCELOT School** Umkirch, Germany  
Im Schwenkenland 18  
79224 Umkirch  
Tel: +49(0) 766 5939 0909  
[heike.philp@lancelotschool.com](mailto:heike.philp@lancelotschool.com)
- **Global Village Vancouver – Teacher Training Centre** Vancouver, Canada  
888 Cambie Street,  
Suite 101, Vancouver, BC.  
Tel: +1 604 684 1010  
[cambridge@gvcareer.com](mailto:cambridge@gvcareer.com)
- **Andrew G. Scott** London, England  
International House Journal Chief Editor  
International House Organisation Ltd  
Unity Wharf  
13 Mill St  
London SE1 2BH  
Tel: + 44 (0) 207 394 2143  
[ihjeditor@ihworld.co.uk](mailto:ihjeditor@ihworld.co.uk)
- **Edna Equihua Barragán** Distrito Federal, Mexico  
Cambridge ESOL CELTA Trainer  
  
Tel. (+52) 55 55 5457 4926  
[emequihua@yahoo.com](mailto:emequihua@yahoo.com)
- **Tillat Khalid** Vancouver, Canada  
Cambridge ESOL CELTA & DELTA Trainer & Assessor, IELTS Examiner  
Tel: +1 604 913 8156  
[tillatk@hotmail.com](mailto:tillatk@hotmail.com)