

ORLANDO DELGADO MATA

Elefante 81, Dept, 204 • Col. Del Valle 03100 • Distrito Federal, Mexico • (+52) 55 55 1691 3509 • 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/Trainer (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**

September 2009	University of Manchester MA TESOL (already accepted) <i>(MA in Teaching English to Speakers of Other Languages)</i>
March 2009 - Present	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 <i>LCCI-FCTBE Certificate – “Pass”</i> <i>(London Chamber of Commerce and Industry - Further Certificate for Teachers of Business English)</i>
July 2006	International House Mexico City <i>IHC in TEFL – “Distinction”</i> <i>(International House Certificate in Teaching English as a Foreign Language)</i>
July 2006	Cambridge ESOL <i>Cambridge ESOL TKT – “Band 4 (all modules)”</i> <i>(Teaching Knowledge Test)</i>

**SEMINARS,
WORKSHOPS
AND
CONFERENCES**

Teacher Trainer:

February 2009	International House Mexico	Mexico
	<i>Web-based Tools in Teaching and Learning</i>	

Teacher Trainer:

September 2008	Union Nacional de Escuelas de Idioma	Mexico
	<i>Teaching Online and Its Effects on Language Learning</i>	

Teacher Trainer:

October 2007	International House Mexico	Mexico
	<i>Teaching Pronunciation with Rods</i>	

Attendee:

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

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 42nd 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
- **LANCELOT School** Umkirch, Germany
Im Schwenkenland 18
79224 Umkirch
Tel: +49(0) 766 5939 0909
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
- **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
- **Edna Equihua Barragán** Distrito Federal, Mexico
Cambridge ESOL CELTA Trainer & Assessor
Tel. (+52) 55 55 5457 4926
emequihua@yahoo.com
- **Tillat Khalid** Vancouver, Canada
Cambridge ESOL CELTA & DELTA Trainer & Assessor, IELTS Examiner
Tel: +1 604 913 8156
tillatk@hotmail.com