



Geraldine Murphy

Date of birth: [REDACTED] | Nationality: Irish |

Email address: [REDACTED]

WORK EXPERIENCE

01/04/1999 - 23/10/2023 Malpensa Airport Milan, Italy

AIRCRAFT DISPATCHER/RAMP AGENT AVIAPARTNER GROUND HANDLING

- Coordination of aircraft turnaround
- Supervision of loading/catering/fuelling/cleaning teams
- Communication with international flight deck and cabin crew
- Aircraft weight and balance
- Operations Control
- Passenger service

01/07/2019 - CURRENT Oleggio, Italy

ENGLISH LANGUAGE TEACHER SELF EMPLOYED

- Lessons in English language to private students for school curriculum support
- Cambridge Exam preparation
- Business, conversation, personal enrichment.

18/09/2023 - CURRENT Novara, Italy

ENGLISH LANGUAGE MOTHER TONGUE SUPPORT TEACHER LICEO SCIENTIFICO ANTONELLI NOVARA

- English conversation for school curriculum
- Support for preparation for Cambridge exams

05/12/2023 - CURRENT Novara, Italy

ENGLISH LANGUAGE MOTHER TONGUE SUPPORT TEACHER ISTITUTO COMPRENSIVO R.LEVI MONTALCINI

- English conversation for school curriculum
- Support for preparation for Cambridge exams

01/07/1996 - 31/03/1999 Gallarate Varese, Italy

ENGLISH LANGUAGE TEACHER BRITISH INSTITUTES GALLARATE

- English language teaching for school curriculum
- English conversation lessons
- Exam preparation
- English lessons for adults, teenagers and children

01/07/2019 - CURRENT Dublin, Ireland

STUDENT STUDY HOLIDAY FACILITATOR ALL (ACTIVE LANGUAGE LEARNING)

- Contact between students and language school, organising study holidays in Ireland
- Point of reference for parents/students organising travel arrangements
- Providing information to students about logistics, culture, journey, itineraries of study holidays

28/07/1993 - 30/06/1996 Sesto Calende and Casorate Sempione Varese, Italy

EQUINE CARE ASSISTANT FRANCA VITTADINI/PAOLO REINACH

- Horse Husbandry
- Care of thoroughbred mares, foals and youngstock
- International sales preparation

EDUCATION AND TRAINING

01/07/1996 - 31/07/1996 Dublin, Ireland

TEFL CERTIFICATE (EQUIVALENT TO CELTA) The TEFL Institute of Ireland

Website <https://tefl.ie/>

01/09/1990 - 15/06/1993 Chelmsford Essex, United Kingdom

NATIONAL DIPLOMA IN EQUINE SCIENCE (EQUIVALENT TO LAUREA TRIENNALE, POST-DIPLOMA DI MATURITÀ) Writtle Agricultural College

Website <https://writtle.ac.uk/>

01/09/1984 - 14/06/1990 Dublin, Ireland

LEAVING CERTIFICATE (EQUIVALENT TO DIPLOMA DI MATURITÀ) Loreto Abbey Dalkey

Website <https://www.loretoabbeydalkey.com/>

01/09/1976 - 01/06/1984 Dublin, Ireland

PRIMARY SCHOOL CERTIFICATE (EQUIVALENT TO LICENZA SCUOLE ELEMENTARE E MEDIE)
Loreto Abbey Dalkey

Website <https://www.loretoabbeydalkey.com/>

01/04/1999 - CURRENT Malpensa Airport Milan

PROFESSIONAL CERTIFICATES British Airways, Lufthansa, Aviapartner

- Over my years working as an aircraft dispatcher/ramp agent, I completed numerous training courses relevant to my career including Aircraft Weight and Balance, Supervising Aircraft Loading, Handling Dangerous Goods, Customer Care, Safety and Security

Website <https://www.aviapartner.aero/>

LANGUAGE SKILLS

Mother tongue(s): **ENGLISH**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ITALIAN C2		C2	C2	C2	C2
FRENCH A1		A1	A1	A1	A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Use of airline based software | Microsoft Excel | Microsoft Office | Microsoft Powerpoint

ADDITIONAL INFORMATION

DICHIARAZIONE

Dichiaro di

- a) essere in possesso della cittadinanza italiana o di uno degli Stati membri dell'Unione Europea;
- b) godere dei diritti civili e politici;
- c) non aver riportato condanne penali e non essere destinatario di provvedimenti che riguardano l'applicazione di misure di prevenzione, di decisioni civili e di provvedimenti amministrativi iscritti nel casellario giudiziale;
- d) essere a conoscenza di non essere sottoposto a procedimenti penali;
- e) essere in possesso del requisito della particolare e comprovata specializzazione universitaria strettamente correlata al contenuto della prestazione richiesta.

CONSENSO AL TRATTAMENTO DATI PERSONALI

Autorizzo il trattamento dei miei dati personali ai sensi del GDPR (Regolamento UE 2016.679) esclusivamente nell'ambito del procedimento per il quale la presente dichiarazione viene resa.

DICHIARAZIONE DI VERIDICITA' DEI DATI :

Consapevole delle sanzioni penali previste dal DPR 445/2000 in merito alla produzione di dichiarazioni non veritiere e atti falsi, affermo che quanto riportato corrisponde a verita'.
Rev: 10.09.2023