



Louisa Aldridge

 **Address:** Italy

 **Phone number:** (+39) 000

Gender: Female **Nationality:** British

EDUCATION AND TRAINING

Helen Doron Certificate

Helen Doron

TEFL certificate

NVQ Level 2 Health and Social care

WORK EXPERIENCE

[Current] **English Teacher**

Helen Doron School

City: Reggio Emilia

Main activities and responsibilities:

To provide an authentic English speaking environment for children. At Helen Doron, I am trained to the standard of the method provided by the teaching body. I prepare and follow lessons according to the lesson plans, and provide a fun environment for children to learn English. I also teach young learners from 14 months old. For each lesson, I have to ensure I think about the individual needs of each student. This means adapting the lesson to captivate the attention of every member of the class.

I also assist older learners with Cambridge exams and do courses with adult learners. For the adult learners, I have to prepare challenging lessons that are comprehensible and interesting but also practical. This requires preparation, focus and good organisational skills.

[Current] **English Teacher**

Comune di Reggio Emilia

City: Reggio Emilia

Main activities and responsibilities:

English teacher for schools projects as mother tongue teacher for primary, secondary and high schools in Reggio Emilia.

Sales assistant

Clarks

City: Muswell Hill

Country: United Kingdom

Main activities and responsibilities:

In this role I worked in sales. I had to reach personal targets every week with my personal sales, something I performed very well at. I was also responsible for receive large deliveries and scanning the products into the stores database. Then I had to correctly store all the products in the warehouse. I was also responsible for 'click and collect', ensuring the products were sent out in the highest standard.

Another part of my role was handle money, being responsible for purchases and issuing refunds or exchanges. This means I was well trusted by my manager as not every sales assistant was giving clearance for this role.

[2009 – 2014] **Care worker**

Celia Johnson Residential Home

City: Borehamwood

Country: United Kingdom

Main activities and responsibilities:

I worked in the social care sector for some years. My responsibilities included: following care plans to ensure clients were treated with dignity and respect, providing personal care to assist service users in their daily activities, updating important files with adjustments needed for the service user, checking and using medical equipment according to manual handling laws. I also was given the responsibility of giving and distributing medication to service users. This required the highest attention to detail and efficiency.

[2006 – 2007] **Brand manager**

Arcadia

City: Borehamwood

Country: United Kingdom

Main activities and responsibilities:

I worked for Arcadia as section manager in a department store. My responsibilities included branding the current stock to meet the current season. I also had to forecast bestseller lines and order the correct amount of stock projected. I also had to ensure I met business targets and provided fantastic customer service in order to gain repeat business.

[2006 – 2007] **Senior playworker**

Walker School

City: Southgate

Country: United Kingdom

Main activities and responsibilities:

I worked for the school providing learning support to children, supporting the teacher with the learning curriculum and supporting individual students. I also worked for the after school programme first as a playworker then I was promoted to senior playworker.. My duties included managing activities, providing a secure environment for children and assisting with homework. One of the main responsibilities was to ensure a safe environment with strict regulations following health and safety rules.

LANGUAGE SKILLS

Mother tongue(s): English