

## Samir Mohammad Radwan

### TESOL & IELTS Certified ESL Instructor

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### SUMMARY

Being a Tesol certified instructor having 14 years of experience in Egypt and in Saudi Arabia in a plethora of institutes, I have a great passion to teach and educate adults. Throughout my career, I mastered a variety of teaching styles including the blended learning strategy which guaranteed the impactful communication between me as either a teacher or a parent and my apprentices.

### EMPLOYMENT HISTORY

**\*2018 -2019 – ESL Instructor National Industrial Training Institute Al-Hasa – Saudi Arabia**

**Duties:** Being an ESL Instructor to Trainees of Aramco aged 20, I was responsible for teaching Aramco Curriculum, testing Trainees in variety of Aramco Speaking, assessing writing and presentation Milestones in the light of Aramco Rubrics.

**\* 2017-2018 Saudi Petroleum Services Polytechnic , Al-Khafji, KSA - The American Academy**

**Duties:** Being an ESP Instructor to Aramco Trainees aged 20, I taught General and Technical English

**\* 2016 - 2017 University Pioneers Secondary School in Al Majmaa , KSA**

**Duties:** Being an ESL and Academic Coordinator, I tried to improve PLC project in the schools

**\* 2015 - 2016 Al Khandak Secondary School in Medina , KSA**

**Duties:** ESL Instructor to Secondary School Students

**\* 2013 - 2015 AL Faisaliah Secondary Schools for Boys in Jeddah, KSA.**

**Duties:** ESL Instructor to Secondary School Students & Quality Coordinator in the Schools

**\* 2011 - 2013 Al Aws Secondary Schools in Medina, KSA.**

**Duties:** ESL Instructor to Secondary and Preparatory School Students

**\* 2005 - 2011 Manaratul Ma'refa Private High School in Egypt**

**Duties:** ESL Instructor to Secondary and Preparatory School Students

### Education:

- **August, 2014** Tefl International TESOL Certificate (120 hour)  
During the course, I delivered 7 teaching practice sessions to adults and young learners.
- **October, 2014** Tefl CTBE Certificate in Teaching Business English for Adults
- **2001 – 2005** : Bachelor of Education and Arts – English Language Major  
Mansoura University, Egypt - Grade: Good
- **2004** : ICDL ( International Computer Driving License )
- **Academic IELTS Overall Band Score 7    23/6/2018**

### **Courses, Workshops & Awards:**

- **2004 : ICDL** ( International Computer Driving License )
- **14 – 15/10/2011: Concept Mapping Strategy Workshop**, Ministry of Education, Saudi Arabia
- **03 - 04/03/2012: Science Process Strategy Workshop**, Ministry of Education, Saudi Arabia
- **30/09 – 01/10/2012: Inquiry- Based Learning Strategy Workshop**, Ministry of Education, KSA
- **18 – 19/02/2013: Creative Thinking Strategy Workshop**, Ministry of Education, Saudi Arabia
- **2011: Translation Certificate of Appreciation**
- **2013: Educational Dedication Award** – Al Madinah AL Munawwarah, Ministry of Education, KSA
- **2013: Certificate of Recommendation** – Al Aws Schools, Al Madinah AL Munawwarah
- **2014: TESOL Certificate - TEFL International Alexandria (FHSU)**
- **2016: Classroom Management**, Ministry of Education, Majmaa Directorate, Saudi Arabia
- **2017: Active Learning Workshop** (8 hours Training), Majmaa University, Saudi Arabia
- **22/1/2017: Emotional Intelligence Workshop** 3 hours Training) – University Pioneers School
- **24/1/2017: Educational Environment Management Workshop** (3 hours Training) – University Pioneers School
- **25/1/2017: Self Evaluation Workshop** (3 hours Training) – University Pioneers School
- **2017: Certificate of Appreciation** – My Efforts on School Programs and Activities during the school Year at University Pioneers School
- **2019: Certificate of Appreciation** from Aramco Site Representative in the National Industrial Training Institute in Al-Hasa, Saudi Arabia on my trainees outstanding performance during final Tests in Aramco Cohort.

### **During my years of experience as an ESL instructor, I was responsible for:**

- \* Planning, preparing and delivering lessons.
  - \* Preparing evaluations to assess student comprehension of objectives.
  - \* Assessing Trainees' performances in the light of the company's rubrics through Speaking and writing Milestones.
  - \* Observing and invigilating trainees through a plethora of tests during the course over the term.
  - \* Recording and maintain accurate student attendance records and grades.
  - \* Serving on academic or administrative committees that deal with, departmental matters, examination and academic issues.
  - \* Advising and co-operating with the Heads of Department and other teachers in the preparation and development of courses of study, teaching materials, teaching programs, methods of teaching and assessment.
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### **SKILLS:**

- \* Computer Software and Hardware troubleshooting.
- \* MS Office 2016 Edition (Word, Excel, PowerPoint and Outlook)
- \* Extensive experience with quality control procedures in different educational and training agencies' environment.
- \* Good knowledge of scientific, medical and pharmaceutical terminology.

### **Freelance Translation Experience:**

- \* Daraltarjama Translation Company- Egypt (<http://www.daraltarjama.com>)
- \* Mustashreq Online Newspaper – Kingdom of Saudi Arabia (<http://www.mustashreq.com>)
- \* Almadinah Online Newspaper Haifa, Palestine
- \* Madinaharabic Translation Centre (<https://www.madinaharabic.com> )
- \* Onlineyacademy.net -Egypt
- \* Drooosy.com – Saudi Arabia

### **References:**

**Ready upon request**