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**PERSONAL INFORMATION** Francesca Mura

**QUALIFICATIONS** BA (Joint Hons) English/French  
PGCE (Primary)  
CELTA

## WORK EXPERIENCE

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### As a teacher of English:

2020 - Present **Department of Modern Languages and Cultures, University of Genoa**

Courses taught:  
- English I – LCM (esercitazioni)  
- Text Analysis (TTMI)  
- Translation EN-IT (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Year)

2013 - 2019 **The British School Al Rehab - Gems Education, Cairo, Egypt**

Primary class teacher. Tasks and duties included: lesson planning and delivery; classroom and behaviour management; marking, end-of-term/end-of-year assessments and reports; liaising with colleagues; school trips and productions; attending staff meetings and Continuous Professional Development courses.

2011 - 2013 **Department of Modern Languages and Cultures, University of Genoa**

Courses taught:  
- English phonetics and phonology (theory module)  
- Introduction to translation (TTMI)  
- English for special purposes - Tourism.

2004 - 2009 **The Language Centre of the University of Cagliari**

Taught beginner to advanced levels.  
- six years, total of 25 courses, 1515 hours.  
Other tasks included oral assessments in entry tests; preparation of the syllabus and a database for B1 level examination papers for end-of-course assessments within the SSE project (Sardegna Speaks English).

2001 - 2009 **International Language School, Rome**

Courses for the Ministry of Defense, the Province of Rome and the Italian Railways taught in Rome and Cagliari. Also worked as an examiner for English assessment tests aimed at Cagliari Airport air traffic controllers.

2005 **Centro Italiano Femminile, Vocational Training School, Cagliari**

Age range 14-17, courses taught: Business English and English for tourism.

2003 **Direzione Marittima, Cagliari**

Courses taught: Maritime English.

### Other experience in teaching:

2000 - 2001 **Special Educational Needs Assistant**

Walworth Secondary School, London, UK.  
Assisted pupils (Key Stage 3) in all subjects but mainly in English, Mathematics and Science.

**Experience as a translator and interpreter:**

- 2007 - 09                    **The Language Centre of the University of Cagliari**  
Translation of some sections of the Engineering Department website of the University of Cagliari, of Sardegna Turismo website of Regione Sardegna as well as degree certificates. From Italian into English.
- 2003 - 06                    **International Relations Office, University of Cagliari**  
Translation of the University of Cagliari student prospectus for the academic years 2004-2005 and 2006-2007. From Italian into English.
- 2003 - 04                    **Imago Mundi Cultural Association, Cagliari**  
Interpreting at the International Fair of Sardinian Food and Wine, Service Centre of the Chamber of Commerce, and within the project Open Monuments Cagliari.

**EDUCATION AND TRAINING** 

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- 2014 - 2015                **PGCE (Professional Graduate Certificate in Education, Overseas) – Primary Education.**  
Theory and practice of teaching. One-year course, 1600 learning hours, 120 credits.  
University of Sunderland, UK.
- 2001                         **CELTA - Cambridge Certificate of English Language Teaching to Adults**  
Theory and practice of teaching. 110 hours  
International House, London, UK.
- 1994 - 1998                **BA (Joint Hons) in English and French**  
Royal Holloway and Bedford New College, University of London, UK.  
**Four-year** degree course. Language and literature.  
Third year spent in France (The British Institute in Paris) and Canada (Université de Montréal in Québec). Courses attended: French language and translation, from English to French and from French to English.
- 1989 - 1994                **Diploma di Maturità Linguistica**  
Liceo Linguistico A. Segni, Cagliari.  
English, French, Italian and Art History.

**CPD and other diplomas**

- 2017                         **An Introduction to Safeguarding Young people** Prospero Teaching Accredited CPD courses.  
**Basic Online First Aid** course and **Paediatric First Aid** online course, First Aid for free.
- 2015                         **Killer Questioning & Getting Children to Think.** CPD course held by Edge Hill university.  
**A New Approach to Mainstream EAL: Blended Learning.** Dragonfly Training Ltd.
- 2008                         **CELI and CELI Impatto Examiner** Qualifications (for Italian Language level assessment),  
Associazione culturale Nur, Cagliari. Course held by the Centre for language assessment and certification, University for foreigners, Perugia.
- 2002                         **TELC Examiner** (The European Language Certificate) in the English and Italian languages,  
International Language School, Rome.

## PERSONAL SKILLS

Mother tongue

Italian

Other languages

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	Proficient	Proficient	Proficient	Proficient	Proficient
French	Advanced	Proficient	Advanced	Advanced	Proficient

Computer skills

- Computer literate with Microsoft Office processing skills (MS Word, PowerPoint, MS Excel)

Data

Firma

Genova 26/10/2023