**SAVITA JOSHI**

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**SPANISH LANGUAGE EXPERT**

**Objective:**

**Looking for a career in Spanish Language which will help me to apply my learned skills and help me grow as an all-round Spanish Language Professional while contributing to the development of organization I am working with.**

**Language Skills:**

**Completed B2 Level Diploma Course in Spanish Language.**

**Completed B1 Level Diploma in Spanish Language course from IFLAC, Bangalore with pass score of 76%. Course Level covers reading, and writing comprehension, portfolio assessments, debating, giving ppt presentations, mock sessions and many more.**

**Currently Perusing training sessions on International Exam by name “SIELE”**

**SIELE is the International Service for Spanish Language Assessment, aimed at students and professionals, which digitally certifies Spanish language proficiency levels and the same Promoted by “Instituto Cervantes”.**

**Work Experience:**

**Since two years working as a freelance Spanish Language teacher for IB curriculum aspirant students.**

* Assist in teaching and managing supplementary academic reading course
* Designed instructions, materials, and created lesson plans aimed to teach Spanish grammar, conversation, and vocabulary as well as geography and cultural traditions.
* Developed and implemented differentiated instruction to assist diverse learners meet their educational goal
* Implemented variety of instructional techniques to address multiple learning styles.
* Evaluate and communicate student progress
* Stimulated students with a rigorous and engaging method of teaching and learning to understand and communicate in Spanish.
* Encourage students growth in written and oral communication.

**And also translated “Small Term” ongoing projects from Spanish to English.**

**Have corporate Spanish training experience.**

**Have experience to conduct private tuition both online as well as offline**

**I can confidently read, write, & translate from Spanish To English, and vice versa.**

**Professional summary**

* **Made handy translation guide for co-workers to use spotting important words.**
* **Translate other documents from Spanish to English and vice versa.**
* **Communicate verbally and in writing to answer enquires and provide information.**
* **Prepare and maintain correspondence, reports and documents.**
* **Set up and maintain filling system.**
* **Every week we had meeting with client about the process what exactly doing in team. It was completely in Spanish.**

**Highest Qualification:**

**B.Com, PG Diploma in HR**

**B2 Level Diploma Certification In Spanish Language.**

**Present Location:**

**Bangalore**

**Languages Known: (Speak, Read and Write)**

**English, Spanish, Hindi, and Kannada**