

# CHOUAIB FELLAHI

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**Head of the pedagogical committee (Workshops & other languages)**  
**CEIL UFAS1**

## **PERSONAL STATEMENT**

*Enthusiastic. Effective. Passionate.* with a proven record of helping students progress, providing positive learning experiences as well as building and maintaining effective behaviour management systems. Enjoy sharing knowledge, inspiring both children and adults. Experienced in leading, adept at training, motivating and developing others, widely experienced with students. Enjoy working with high levelled and professional team in teaching English language to achieve and overcome working challenges and getting more effective working responsibilities in order to develop my professional and administrative skills.

## **EDUCATION & QUALIFICATIONS:**

- 2000 – 2003  
**Baccalaureate: Philosophy**  
Ben Alioui Salah Lycee, Setif, Algeria
- 2004 –2008  
**Bachelor : English literature and civilisation.**  
Farhat Abbas University, Setif, Algeria.

## **TRAINING COURSES:**

- Certificate of completion for successful participation in **the best practices in teaching English to young adults' learners program**,September 30-October18,2012delivered by **the US .Embassy Algiers.**
- A certificate of **English grammar and essays writing**  
A course of study offered by BerkleyX. An online learning course of university of California
- Certificate of completion for successful participation in **POLT (Principles of learning and teaching)** delivered by the Center for intensive language teaching, Setif 1 University - Ferhat Abbas. 2020
- Certificate of completion for successful participation in **Spanish language level A1.1** delivered by the Center for intensive language teaching, University of Setif 1- Ferhat Abbas. 2020
- **Basic skills acquisition program** which contains:
  - Standard software : Microsoft office suite , messaging system
  - Presentation skills.
  - Drafting of work correspondences and writing reports.
  - Communicative skills.
    - ❖ Planning human resources.
    - ❖ Self-confidence and self-development.
    - ❖ Communication skills
    - ❖ career management

## **WORK EXPERIENCE:**

- 2009-2011  
English Language teacher at Farhat Abbas University (department of Arabic literature)
- 2011-2013  
Teaching English for young sportsmen of the different Algerian national teams at the Olympic Sports National School – Elbez  
Working as an administrative agent at the youth's house (11decembre1960) setif
- 2013-2015  
ESP teacher in Medical English at (the National Institute of Higher Paramedical Education)
- 2016 – 2018  
Secondary school teacher of English language ( Saal Bouzid , Setif , Algeria ).
- 2018 – 2019  
Secondary school teacher of English language ( Kessali Moussa , Setif , Algeria ).
- 20019-2020  
English language teacher (Department of medical sciences Setif1 University – Ferhat Abbas)
- 2019 -2021  
ELT at the center for intensive language teaching (Setif1 University – Ferhat Abbas)

## **ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:**

- Planning, preparation and developing teaching among the students of the center.
- Effective classroom management and a continuous follow –up of student's work.
- Collaborating with the other teachers and employees creatively.
- Working on students' self-development.
- Improving students' knowledge, skills and abilities.
- Monitoring and following up all the activities and events relating to students to support the learning process.
- The implementation of the recommendations of the (CEFR) Common European Framework of References in teaching languages
- Efficient, active and leading role in the daily classroom life to improve the behaviour and ethics of learners.
- Responsibility in high learning outcomes as well as reaching these outcomes.
- Constructive collaboration with the students' social supervisor for the benefit of school administrative work.
- Tests elaboration with the collaboration of all the administrative and the pedagogical teams

## **PERSONAL SKILLS:**

- Patient
- Learning and self-development ability.
- The ability to cope with and adapt to a new working environment.
- Learners centred education.
- Strong communicative and reading skills, with a charismatic and influential personality and the ability to work in a team.
- Professionalism, conscientiousness and ability to prioritise, work under pressure and meet deadlines while remaining calm and focused.
- Positive cooperation in favour of the job with the capacity to accomplish different tasks.

- **LINGUISTIC SKILLS**

Arabic French English

- **SOFTWARE**

Microsoft Office (Excel, PowerPoint, Word). Photoshop and others..

## **PERSONAL INTERESTS**

Internet - A keen walker – Reading - Football - Travelling.

## **REFERENCES:**

On my personal account **LinkedIn** and/or Available on request.