

Alicia Paddon CV

Name: Alicia Paddon

E-mail: alicia.paddon.18@alumni.ucl.ac.uk

Linked In Profile:

<https://www.linkedin.com/in/alicia-paddon-70a682192/?originalSubdomain=uk>

Professional Summary:

I am a passionate and enthusiastic linguist, translator, proofreader and teacher. I am bilingual in English and Spanish (my father is English and my mother is Spanish) and I have been translating for various family members and friends from a very early age. I have a BA degree in French and Spanish language and literature from Cambridge University and I recently completed an MA in Translation Studies at University College London (UCL). I also have an A level in Italian language and a PGCE in Secondary Education (Modern Foreign Languages).

I enjoy using my language skills to help others and I find it extremely stimulating to work with people from a range of backgrounds. I am a highly passionate and experienced teacher and I have taught students of various age groups and abilities both in a classroom setting as well as online via platforms such as Zoom, Skype, Microsoft Teams or Slack. I adapt my lessons to meet the needs and preferred learning styles of my students. I am dedicated to improving my professional practice and increasing my subject knowledge and I embrace CPD opportunities and constructive criticism and feedback from my colleagues. I enjoy working as part of a team and enriching the curriculum by planning lessons and creating resources to support students as well as other teachers.

Work Experience

Paid Translation Work

- **Comms Multilingual** – Project Coordinator (Internship). Working with project managers in a translation company. Recruiting appropriate translators for projects and translating and reviewing translations as well as completing Quality Assurance tests. January 2021 – May 2021
- **Academic Language Experts** – translator and proof-reader of translations from Ladino (Judeo-Spanish) into English – September 2020 – December 2020
- **Freelance proofreader / translator** – September 2020 - present

Teaching Experience

- Personal tutor (Spanish and English as a second language) – Freelance (online) – October 2020-present
- Personal tutor (English as a Foreign Language, IELTS and GCSE preparation, and French MLAT) – Leading Education, April 2021 – present
- Marymount International School London – Teacher of Spanish
September 2016 – September 2018
I taught Spanish as a Foreign Language to girls aged 11 to 16.

I taught Spanish literature to native Spanish speakers (girls aged 11 to 16).

- Supply teaching in primary and secondary schools (a variety of subjects) – October 2015 – July 2016
- Holy Cross Catholic Secondary School, New Malden – Teacher of French and Spanish
September 2014 – September 2015
I taught French language and literature to girls aged 11 to 18 and Spanish language to girls aged 11 to 16 (GCSE).
- Radnor House School, Twickenham – Teacher of French and Spanish
September 2013 – September 2014

I taught Spanish and French language to students (boys and girls) aged 11 to 16 (iGCSE).

- IES Suárez de Figueroa, Extremadura, Spain - English Language Assistant –
September 2010 – July 2011
I taught English as a Foreign Language to students (boys and girls) aged 11 to 18.

Education and Training

- MA in Translation Studies – University College London – September 2018 – present
- PGCE in Teaching Modern Foreign Languages (Secondary) – St. Mary's University, Twickenham – September 2012 – July 2013
- BA in Modern and Medieval Languages – French and Spanish major – University of Cambridge, September 2007 – June 2012
- A levels:

Spanish	– Grade A
French	– Grade A
Italian	– Grade A
English Language	– Grade B

Skills

- Native bilingual speaker of English and Spanish
- Excellent organisation skills
- Excellent language skills
- Excellent attention to detail
- Passionate about languages
- Excellent at meeting deadlines
- Experience in proofreading and spotting mistakes in texts
- Experience working with people from different cultural and linguistic backgrounds
- I am curious to broaden my horizons and eager to embrace new challenges and progress in my career

Hobbies and Interests

- I love exploring and learning about other cultures, visiting and meeting people from different countries.
- I also love history and visiting museums and art galleries.
- In addition, I enjoy the theatre and going to concerts.
- I am an avid reader and I particularly enjoy historic novels.
- I enjoy international cinema.
- I also enjoy following current affairs around the world.
- I am passionate about education and I enjoy completing relevant CPD courses to increase my subject knowledge and improve my professional practice.

CPD courses completed

- **Translation as a career – Open University** (Completed December 2020)

Per accettazione,

Firmato: Alicia Paddon

Data: 27 maggio 2021