

Mahmoud Nguyen

Lead ESL Teacher

CONTACT INFORMATION

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Helena, MT 12345

EDUCATION

MA in Anthropology (Linguistics option) | University of Montana, Missoula, MT | 2012 - 2014

KEY SKILLS

- Curriculum Design
- Language Placement Testing
- LMS Administration
- SMART Projector Instruction
- Differentiated Instruction
- Progress Reporting
- ESL Textbook Development
- Formative and Summative Assessment
- Classroom Management
- Remedial Program Planning

ABOUT ME

Curriculum designer and ESL instructor with 12 years of experience who has authored 5 ESL textbooks and developed 13 curriculum units spanning grammar, academic writing, civic literacy, and reading comprehension. Raised student engagement from 52.4% to 85.4% by redesigning group activities to include role-play scenarios and project-based tasks delivered through the LMS. Coaches junior teachers on differentiated instruction techniques and completes individualized progress reports across 4 proficiency levels.

PROFESSIONAL EXPERIENCE

LEAD ESL TEACHER | PRICKLY PEAR VALLEY LEARNING CENTER, HELENA, MT
2020 - PRESENT

- Developed 9 curriculum units spanning grammar, academic writing, and civic literacy for 4 proficiency levels, each adopted across the program within one semester.
- Authored 3 ESL textbooks totaling 412 pages for intermediate and advanced learners, reducing external materials spending by $4,430 per year.
- Raised student engagement from 52.4% to 85.4% by redesigning group activities to include role-play scenarios and project-based tasks delivered through the LMS.
- Coached 7 junior teachers on differentiated instruction techniques during biweekly observation and feedback sessions lasting 40 minutes each.
- Adapted teaching methods and grading rubrics for 4 proficiency tiers, completing individualized progress reports for each learner within 72 hours of each unit exam.

ESL TEACHER | TENMILE CREEK COMMUNITY SCHOOL, RIMINI, MT
2016 - 2020

- Authored 2 ESL textbooks focused on workplace English and daily conversation, each used by 83 learners across 3 class sections.
- Boosted student engagement by 21% after integrating SMART projector simulations and timed partner dialogues into weekly lesson cycles.
- Assigned and graded 18 homework sets per unit for classes of up to 31 students, returning scored work within 48 hours.

ESL TEACHER | ELKHORN VALLEY ADULT EDUCATION PROGRAM, BOULDER, MT
2014 - 2016

- Developed 4 curriculum units on reading comprehension and note-taking aligned with course outcomes for beginning-level adults.
- Prepared and implemented remedial programs for 19 students requiring extra help, cutting average remediation time from 9 weeks to 6 weeks.
- Increased student engagement by 14% by introducing audio-visual warm-up exercises and structured peer-feedback rounds each class session.