



Madina Tukhtakhujaeva

Uzbek Citizen 26.09.1990 • 8909179757 • madina9757@mail.ru • Skype-live: [madina9757](https://www.skype.com/user/madina9757)

Education

Stafford International House “CELTA” (Certificate in Teaching English to Speakers of Other Languages) (Full time 120 hours)	London, Great Britain November December 2019
Uzbek State World Language University (UzSWLU) <i>Master of Arts in Translation (English Language)</i>	Tashkent, Uzbekistan September 2012-August 2014
Uzbek State World Language University (UzSWLU) <i>Bachelor of Arts, Translation Theory and Practice (English Language)</i>	Tashkent, Uzbekistan September 2007-July 2011
Middle school № 249 Primary Education, Secondary Education (Grades 1 to 11)	Tashkent, Uzbekistan September 1996-2007

Certificates and Trainings

Project coordinator on Erasmus + project between London Met university (successfully completed program of her visit to London Met University as a part of Erasmus + project KA107-022779)	London, Great Britain April 2016
Astrakhan State University (ASU) Teacher Training (successfully completed program of her visit to Astrakhan State university on professional program in Innovative teaching technologies) (Full time 78 hours)	Astrakhan, Russia February- March 2019
“El-yurt umidi” foundation grant holder	Tashkent, Uzbekistan May 2019

Experience

Foreign Language/ Teaching Language methodology and educational technologies <i>Uzbek State World Languages University (UzSWLU)</i> - teaches courses: 1) Integrated Course of teaching foreign languages 2) Teaching language methodology and educational technologies - designs lesson plans and activities for the subjects leaning on the syllabus provided by University - designs mid-term and final assignments for students aligning with the course objectives - organizes and manages educational, social, and upbringing projects among students	September 2019 – present Tashkent, Uzbekistan
Foreign Language/ ICT Teacher <i>Uzbek State World Languages University (UzSWLU)</i> - teaches courses: 1) Integrated Course of teaching foreign languages 2) ICT in teaching and learning languages - designs lesson plans and activities for the subjects leaning on the syllabus provided by University	September 2014 – 2019 Tashkent, Uzbekistan

- designs mid-term and final assignments for students aligning with the course objectives
- organizes and manages educational, social, and upbringing projects among students

Foreign Language Teacher

Uniform Optima Non-Governmental Language Teaching Centre

September 2011 – September 2012

Tashkent, Uzbekistan

- Taught Grammar and Vocabulary aspects, helps to develop Speaking, Writing, Reading, and Listening skills
- Designed syllabus for newly-opened groups based on learners' needs
- Designed tests aligning with the syllabus

Community Service

Event Coordinator for Republican Scientific-Practical Conference

May 21, 2021 / March 2016

Uzbek State World Languages University

Tashkent, Uzbekistan

- Was responsible for advertising and inviting teachers to participate in the conference
- Managed the social media groups and financial calculations for the conference
- Accepted and checked the articles for quality and plagiarism
- Was responsible for answering phone calls/messages/e-mails

Club organizer/Volunteer teacher

September 2016 – May 2017

Uzbek State World Languages University

Tashkent, Uzbekistan

“Speaking Club” organized for university students

- was one of the initiators of the club
- organized the club function (schedule/turn-taking of students)
- conducted fluency-oriented activities to enhance students speaking skills in English

Skills

Computer:

- excellent command of using Office Programs, video/music/ voice photo editing
- basic programming knowledge in HTML/CSS
- excellent command of involving ICT tools in teaching languages (projector, smartboard, etc.)
- excellent implementation of web-sources and programs in the context of teaching in the classroom

Communication:

- excellently flexible communication skills gained through working with students/learners and their parents, participating in international conferences and travels

Languages: Fluent in Uzbek, English (C1, IELTS), Russian (C1), French (basic), Spanish (basic)

Publications in scientific conferences

- **Scientific reports of Samarqand State university**

Philology

March 2013

Tashkent, Uzbekistan

Pages: 86-88

- **Young scientist**

April 2015

Scientific journal

Moscow, Russia

Thesis: Philosophical category of negation and its features in the English language

Pages: 71-74

- **Erasmus plus in Uzbekistan**

April 2017

Prepared by the National Erasmus+ Office in Uzbekistan

Tashkent, Uzbekistan

Thesis: Research and development of teaching methodology

Pages: 97-101

- **New Trends in teaching foreign languages in lifelong learning**

May 2020

Uzbek State World Languages University Faculty of philology and teaching languages

Tashkent, Uzbekistan

Article: The importance of carrying out needs analysis before compiling syllabus and lesson plan

Pages: 249-257

- **EPRA International Journal of Research & Development (IJRD)**

March 2020, India

