

**EDWARD RICHARD BONE**



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## EDUCATION

### TEYL

2019 - present

Attendance on Teach English to Young Learners - Specialist course.

Subjects: teaching English to young learners covering lesson planning, games and songs, chants, storytelling, classroom management, Piaget's stages of cognitive development etc.

### SEN

2019 - present

Attendance on a SEN – Special Educational Needs course level 2,3 and 4

Subjects: autism, dyslexia, dyspraxia, attention deficit hyperactivity disorder (ADHD), Dyscalculia, dysgraphia, Asperger's syndrome, understanding and managing anger, teaching approaches and strategies.

### Business English - Advanced specific course

2019 - present

Attendance for an advanced specific Business English course

Subjects: Business English Arena, assessing needs, planning, designing and delivering business English customised courses, teaching English business skills, writing skills, teaching Business English online.

### TEFL degree

2018-2019

TEFL degree in Teaching English as a Foreign Language - 120 hours.

Subjects: Grammar, methodology of teaching, teaching young learners, large classes, business English, video observation course, online/telephone teaching.

### B.A. Philosophy – Graduated

2009 – 2013

University of Essex

Bachelor in Philosophy - Graduated

Subjects: Ethics, Political Philosophy, Philosophy of religion, European Philosophy (including critical theory, phenomenology and existentialism)

### College Studies

1996-1998

I attended and completed my studies at Braintree College in Essex.

### Open Learning College

2017 – 2018

Attended to accounting AAA Level 2 course

Subjects: Preparation and analysis of financial statements, regulation in governing accounting practice, principles of cost accumulation, financial and management accounting theory, providing information to managers to assist their decision making, online communication strategies & social media, English design in communication, bookkeeping.

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## WORKING EXPERIENCE

### English Teacher

**Elementary school teacher - Elisabeth Academy School – Pisa 2019 - present**  
Teaching English, maths, geography, history, science, ICT and P.E. to 7-8 year olds. Prepare and administer regular subjects for the students assuming all teaching responsibilities, managing students with an appropriate climate and earning respect through effective leadership techniques and utilising various teaching strategies that encourage student participation with particular regard for SEN needs; maintenance of effective communication with staff and parents. Online teaching and support using platform like Skype, Zoom etc. with attention to exam preparation and End-of-Year projects.

**Cambridge English and Art School – Chinese School in Prato - 2019**  
Teaching General and Business English to Chinese people aged from 16 to 40, giving them the knowledge, the skills and the confidence for preparing the Cambridge language certificate. The aim was to let them be able to use English for working in the Clothing Industry (Prato Cluster) for marketing, buying and selling (technical vocabulary) and for school children (grammar, vocabulary and functional language).

**Formetica - Training Agency "Confindustria Toscana Nord" 2018 - present**  
**- leFP "Grafik - multimedia graphic operator" - three-year course - Pistoia**  
General English and Technical Graphics English teacher from September 2018 to June 2019 in a class of 26 pupils aged 14-18 years old.

**Basic grammatical contents:** knowledge of the main words of everyday use and of the basic morpho-syntactic structures, understanding rules and behaviors of the linguistic system required; encouraging students to use what is learned, making simple choices, to communicate verbally and in writing (communication skills).

**Graphic technical English workshop:** multimedia creative writing and publishing activity workshop. Use of the main grammatical rules, lexical contents and the main technical sector terminology in English.

**- "Elettricamente" - qualification course – Monsummano Terme – Pistoia**  
General English and Technical English teacher from May to June 2019 at 2100 hours course of which 800 of internship for workers in the preparation, installation, maintenance and control of electrical systems aimed at young minors (14-18 years). Regional professional figure in charge of the preparation, installation, maintenance and control of electrical systems.

**- Business English Teacher face to face and online- Italy 2018 - present**  
English business courses and private lessons for managers, industries, commercial companies and important multinational corporation belonging to the Confindustria Toscana Nord basin like

- Fabio Perini Spa;
- Ds Smith packaging Srl;
- Sterivalves Srl;
- Sofidel.

Individual and group courses (all levels of knowledge: grammar, reading, comprehension and conversation) customised on the needs of the company and the role of the employers and managers.

**- General English teacher 2018 - present**  
Customised one-to-one courses with grammar, speaking and writing focus on the most relevant topics and needs for professionals, for example in education.

**Private teacher face to face and online – Italy** **2017 - present**  
All level lessons to children and young learners, customised with their needs and attitudes. Private lessons for beginners, intermediate and advanced students for the development of their English language skills in reading and writing, listening and speaking, also addressed to entrepreneurs operating in Tuscany's industrial clusters, in agriculture (wine biodynamic production) and in the public sector. Preparation for sitting certificate language exams.

**Pro bono teaching - Fondazione Tobino – Penny Wirton - Agora** **2019 - 2020**  
Individual English lessons to various categories and ages of people, especially to foreign students.  
Experience in teaching children, helping them in their studies and leading them to strengthen the basic knowledge, intermediate and advanced in an engaging way, especially in the form of play.

**Review of scientific / technical academic publishing** **2018 - today**  
Revision of translations of medical, scientific, technical texts for professionals and academic publishing, scientific journals and university thesis. Support for the preparation of English presentations for conferences abroad.

**Translations - Italy/Russia** **2018 - 2019**  
Translation from Italian to English of journalist articles for the monthly magazine "Rivista Russia".

**Philosopher Teacher - England** **2012 - 2018**  
Private lessons to high school and university students as a philosophy teacher, supervising their education in preparation for exams or tests.

**Accountant** **2017 - 2018**  
Essex Country  
I had applied as trainee accountant for a private client.

**Family support** **1998-2008**  
During this period, for serious personal reasons, I had to devote myself to the growth and education of my two twin daughters, taking every opportunity to keep myself updated on the topics of learning and train in the paths of support for children with learning disorders (Special education needs and dyslexia).

**International diver - English National Team** **1987-1996**  
England and Europe  
Excellent diving skills that allowed me, when I was a teenager, to become part of the English national team of diving and compete for my country, England, in the most important national and European competitions. The daily collaboration with the other athletes in the team, during training and competitions, has also increased my ability to work in groups.

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## PERSONAL CAPACITIES

With regard to teaching English, the following skills are highlighted:

- customise the lessons to meet the needs of the student;
- to teach selected groups, classes, large classes or couples of any age, stimulating their ability, creativity and interaction;



- guide the conversation and the correct use of the language;
- guiding and instructing the use of grammar;
- perfecting the pronunciation;
- encourage everyone to work at their full potential;
- keep the students' attention alive in the discussions;
- define clear objectives and set a correct method for achieving them.

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#### **LANGUAGES**

English: mother tongue

Italian: A2/B1 knowledge

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#### **PERSONAL INTERESTS**

- Travelling
- Yoga, meditation, swimming, skiing, climbing and riding bikes
- Listening to music and writing poetry

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#### **PERSONAL DETAILS**

- British citizenship
- Date of birth: 24/02/1980
- Driving license A, B and B1

29/4/20

