Curriculum Vitae

Name: Min Fen Ye

Gender: Female
Date of Birth: July 16th, 1973
Nationality: China, People's Republic of

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Summary

Highly experienced University ESL Teaching Professional with a strong dedication to the total development of university students; with excellent communication skills demonstrated by 16 years of teaching experience; Talented course instructor with expertise in English language & Literature as well as Chinese language; and a passionate learner for a pursuit of knowledge on pedagogy, curriculum designing, education psychology and education policy study etc., whichever related for a better enhancement of teaching career.

Qualifications

- Strong knowledge of English Language (National Test for English Major-8 Certificate)and Chinese Language
- Excellent International Students Instructions on both English& Chinese Language
- Proficiency in Microsoft Office
- Good at Japanese Language
- Outstanding interpersonal skills and planning/coordinating
- Expertise in English Education& English Literature;
- Expertise in Inter language translational skill between English-Chinese Language
- Managing classroom for diverse populations
- Chinese language and culture tutoring
- GA Teaching Experience
- Active participation in groups

Achievements

Teaching

- The second prize winner for the 2010 Lecture Competition of Excellent Lecturers of Minjiang University, Fuzhou, Fujian, China;
- Three times' Participation of National Conference for Promoting the ESL Learning skill as a Backbone Teacher Representative from Minjiang University;
- Tutoring international students as an ESL teacher & Chinese Language Instructor at Sidcot School, the UK (GA experience) in 2001;
- Working as an volunteer Chinese teacher for the Confucius Institute at Brock University from Sept.2011-August,2012;
- Working as an assistant teacher upon graduation from August, 1995.

Researching

- Article " Spotting the Change of Language Through Neologisms" published in 1999; Journal of Ningde Teachers' College, China;
- Article "The Cinderella Theme on *Pride and Prejudice* written by Jane Austen" published in 2003; Journal of Minjiang University, China;
- Article "Acquisition of English Through Musical Rhythm " published in 2009, Journal of Minjiang University, China;

- Research program"Acquiring ESL Language skill through poetic study" sponsored by Fujian Educational Committee Research Fund in 2009;
- Research program"Poetic Studies and Anxiety Relieving in English Study" sponsored by Minjiang University Research Fund in 2010.

Curriculum Development& Teaching Techniques

- Tailored educational curriculum to students with range of learning styles, disabilities, strengths, and weaknesses.
- Increased ESL students' reading levels by integrating online word games and altering lesson plans for students needing extra guidance.
- Instructed students in academic subjects using variety of techniques such as phonetics, multisensory learning, and repetition to reinforce learning.

Counseling

- Served as student mentor and counselor for students when academic problems and personal adjustments arose;
- Volunteered as temporary student guidance counselor to help resolve student personal issues.

Professional Experience

Assistant Teacher & Senior Lecturer

November 1995 to Current

Minjiang University – Fuzhou, Fujian, China

- Developed interesting course plans to meet academic, intellectual and social needs of students.
- Implemented reading and writing workshops to increase student literacy and support school College English Test programs.
- Developed and implemented interesting and interactive learning mediums to increase student understanding of course materials.
- Tutored students who have a seeking for overseas studies with English training & cultural orientation to increase interest in higher learning.
- Developed, administered and corrected tests and quizzes in a timely manner.
- Fostered meaningful relationships among students through student field-trip retreats and team-work community service projects.
- Consistently received positive teacher evaluations from students.

Education and Training

Nanjing Normal University 2003

Nanjing, Jiangsu, China

English Language Education

Bachelor Degree

- Sept.1998-June.2003, Nanjing Normal university, Master of Arts, English &American Literatures;
- Sept.1991-July 1995, Fujian Normal University, Bachelor of Arts, English Language Education;
- Sept.1988-August, 1991,Shouning No.1 Middle School, High School Diploma.

Certifications

- Teaching certificate for full time English language teacher;
- Certificate of Test For English Major-8;
- Certificate for Chinese National Level 1 Computer Skill;
- Teaching Certificate for Chinese Language Volunteer Teacher;
- Qualification as an IELTS invigilator for British Consul in China.