

**SHARON ESCANILLA**  
**English Teacher**



**CAREER OBJECTIVE**

To secure a position in a company where I will be able to use my skills, knowledge and experience; and where I can continue to learn, take on additional responsibilities and contribute as much of value as I can, thus have a job/career that gives me satisfaction and gratification.

**WORK EXPERIENCE**

**September 5, 2017 – Present**

**English Teacher**  
**Pingu's English Mantova**  
Via Giuseppina Ripa, 9  
Mantua, Italy

As a Pingu's English teacher, I've taken an active role to ensure the educational success, fun and satisfaction of our students with their English course through excellent teaching and customer service. The main role is to tutor students as they progress through the Pingu's English learning method. Furthermore, I teach and prepare our students for Cambridge exams for Young Learners. I attend training sessions; participate in marketing events for school; plan, prepare and deliver lessons as part of the didactic program at preschools and primary schools in Governolo, San Martino, Rivarolo, Commessaggio and Bozzolo.

**September 5, 2017 – October 21, 2018**

**Receptionist Officer/Personal Tutor**  
**Wall Street English – Mantova**  
Piazza Cesare Mozzarelli, 17  
Mantua, Italy

Received and greeted visitors while managing the front desk. Handled incoming calls and gathered information from prospect students visiting or calling the centre. Created system accounts for new prospect students and facilitated their transfer to the placement test area.

**November 2014 – August 2017**

**English Teacher**  
**Pingu's English Iseo**  
Via Ninfea, Iseo, Italy

I took an active role to ensure our students' education success, fun and satisfaction with their English course through excellent teaching. I tutored students as they progress through the Pingu's English learning method. Helped children enjoy their course and provided feedback to parents throughout their children's course. Attended training sessions. Participated in marketing events for school. Planned, prepared and delivered lessons at a preschool in Rodengo-Saiano as part of their didactic program.

**January 2013 – July 2014**

**English Teacher**  
**Le Cocinelle Nursery School S.A.S.**  
Via Risorgimento, 16 – 20030 Senago, Italy

Created fun and interactive learning activities and materials in English language.

**May 2012 – January 2013**

**Sales and Marketing Manager**  
**Eton Properties International Ltd. – Milan**  
Via Bolzano, 18 – 20127 Milan, Italy

Executed lead generation programs to deliver marketing qualified leads to Eton Properties International Ltd. sales team through coordinated marketing channels including email, direct email and social media.

Managed Eton Properties International Ltd.'s presence at road shows, conferences and other events.

**January 2010 – April 2012**

**Patronato InformaFamiglia and CAF Conflavoratori**  
Piazza Vesuvio, 15 – 20144 Milan, Italy

Provided consultation, advice and assistance to laborers, retirees and all citizens in the territory regarding social security benefits, health and social-welfare, including those relating to emigration and immigration.

Represented Patronato InformaFamiglia as a Resource Person to the forum on "New Laws in Italy Affecting OFWs" held at the Philippine Consulate General on May 6, 2012 in Milan during the Labor Day celebration.

**September 2007 – December 2009**

**Customer Service Executive**  
**Customer Services Centre srl – Fiat Group Automobiles SpA**  
Viale Luraghi Snc, Arese  
Milan, Italy

Provided technical and commercial assistance to customers based in the UK, Ireland and in the US through phone, and emails for Fiat Group about Fiat, Fiat Professional, Alfa Romeo and Maserati for the UK and Irish markets.

**September 2003 – July 2006**

**Technical Support Specialist**  
**Link2Support, Inc. (Linksys – A division of Cisco)**  
Manila, Philippines

Assisted customers in troubleshooting and installing Linksys devices such as ADSL modem/router, LAN and wireless adapters, VoIP router, NAS, and other networking devices and setting up Virtual Private Network over the phone; through chat and email.

## **EDUCATION**

**June 1998 – March 2003**

**Bachelor of Science in Computer Engineering**  
**Adamson University (Manila, Philippines)**

During my term as a President in an organization (Junior Engineers Society), I led it in its formal accreditation as a student organization for the College of Engineering. It has helped me enhance my skills in team management and leadership.

Acted as emcee during several activities such as celebrations, orientation, seminar and forum.

**June 1993 – April 1997**

**Gubat National High School (Philippines)**

## **PERSONAL SKILLS AND COMPETENCIES**

### **LANGUAGES**

- **English** C2
- **Italian** B2
- **German** A2
- **Filipino/Tagalog** native language

### **COMPUTER KNOWLEDGE**

- Experienced use of Microsoft Office
- Web navigation
- Digital calendar (Google)
- File sharing program (Google Drive)
- Developed multimedia presentation using videos, slideshows and other technology