**Curriculum Vitae**

**Name: Ervita Suryo Jati**

**Nationality: Indonesia**

**Contact: yaya.battye@gmail.com**

Employment History

**2014-2015: Paintbox Pre-School, Addis Ababa (Ethiopia)**

* Preparing curriculum and teaching aids in English for the Pre-School (ages 2 to 5),
* Establishing the curriculum and operational planning of pre-schooll before launch
* Teaching arts and crafts, reading and singing
* Report writing

**2009-2010: Speak First Kindergarten, (Indonesia)**

* Preparing curriculum and teaching aids in English for the Kindergarten (ages 4 to 6),
* Establishing the curriculum and operational planning of elementary school before launch
* Teaching arts and crafts, reading and singing
* Marking and report writing

**2008-2009: Bina Cita Utama National Plus School, Palangkaraya, (Indonesia)**

* English Teacher for grade 3-9. Preparing lesson plans, teaching aids and games based on the topic. Making assessment and report on students’ English skills development.
* Drama Teacher for grade 5-6. Writing the script and directing the students for annual school performance.
* Home teacher for grade 5-6. Collecting data and information from all teachers and compiling the information into annual progress reports for each student and parent liaison duties. This also included assisting and advising the students on any pertinent issue and ensuring the smooth management of the school year.

**2007-2008: Hanna Fillia English Course, Batam (Indonesia)**

* Preparing lesson plans, teaching aids and classroom games
* Following guideline and activity books for children and teenagers age 5-15years old.

**2006-2007: Private Au-pair in Netherlands**

* Private English and general education tuition for 2 children
* All necessary child care activities for 2 children (ages 6 and 8)

**2004: Voluntary teaching in rural villages in Java, Indonesia**

**2004: Asia trade line PLT**

* Teaching business proposal development in English

Education:

**2011-2016: Masters in English Language Studies**

Sanata Dharma University, Indonesia. (1semester completed, 2nd semester to be completed remotely in 2016 due to family relocation to Africa)

**2001-2006: Bachelor of English Language Education**

Sanata Dharma University, Language and Arts Education Faculty of Teachers Training and Education University, Yogyakarta, Indonesia.

Languages:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Speaking | Reading | Writing |
| 1. Indonesian
 | Native | Native | Native |
| 1. Javanese
 | Native | Native | Native |
| 1. English
 | Advanced | Advanced | Advanced |
| 1. Dutch
 | Fair | Fair | Fair |

References:

1. Karsten Karim McDonald, Head Bina Cita Utama National Plus School,Palangkaraya, Central Borneo, Indonesia

 karstenmacdonald@hotmail.com

1. Dian Fransiska Maharani, Head, Speak first kindergarten, Central Java, Indonesia

mdianfransiska@yahoo.com

1. Jane Malone, Head Paintbox Pre-School, Addis Ababa, Ethiopia

Janeaddis2003@yahoo.co.uk