



CURRICULUM VITAE

Name-Surname: Dilek Batur Seer

Date and Place of Birth: July 13th 1966 – Ankara

E-mail Address: dilek.batursecer@uskudar.edu.tr

Educational Background

Alexander Park School – London

TED Ankara College – Ankara

MEV Toros College – Mersin

B.A. Marmara University English Language Teaching and Literature Department - İstanbul

M.A. Yeditepe University Graduate Institute of Social Sciences – British Drama / Post Colonial Studies - İstanbul

Thesis – Evolution of the Concept of Heaven in Literary Texts of the Gilgamesh Epic, the Divine Comedy and Paradise Lost

Teaching Background

1987-88 Western Languages Center – Teacher

1988-89 Sisli Tourism School – Teacher

1990-92 Gunes College – Teacher

1992-97 Ahmet Simsek College – English Literature Coordinator for High School Students

1997-99 Yeditepe University Vocational School for Higher Education – Preparatory School Director

1999-2000 Istanbul Bilgi University Prep School – Level Coordinator

2000-03 T.C. Kadir Has University – ESP Coordinator / All Faculty Departments

2003-2011 – Testing Coordinator / Preparatory School

2011-2012 T.C. Okan University – Testing Coordinator / All Faculty Departments

2012- T.C. Toros University – School of Foreign Languages Vice Principal / Preparatory School Head and Faculty Academic English Program Head (still working in this institution)

Certificates, Seminars, Exams

Tourism Ministry Organization TURSAB : Member of Testing Task Group

Yeditepe University Vocational School for Higher Education Preparatory School: Chairwoman – Organizer- Speaker for Teaching Techniques / Reading Strategies / Vocabulary Teaching Methods / Creative Writing / Second Language Acquisition / How to Use Communicative Approach in Courses / How to Learn a Second Language

ERASMUS Exam Preparation Coordinator

T.C. Kadir Has University – Speaker – ESP Teaching / Testing Techniques

Toros University – Plenary Speaker and Organizer – ELT Conferences, Workshops and Seminars, in house training

T-PLUS Organization (TESOL) – Speaker – ELT Event

TESOL Member and Speaker

IELTS Trainer Certificate

TOEFL Trainer at Garanti Bankasi Egitim Mudurlugu

ITI Certificate

TEFL Certificate

Testing Course Trainer Certificate

Trainers Trainee Certificate / MacMillan

Trainers Trainee Certificate / Pearson

Task Based Teaching Certificate / Heinle Education

Testing Evaluation and Assessment Certificate – IATEFL

Curriculum and Assessment Literacy, Development and Renewal Certificate

Pearson Assured Certificate

Pearson Assured Responsible Manager of Toros University

Pearson Assured Organization Accreditor (candidate)

Recent Language Score from TOEIC: 857 / KPDS : 92

MA Degree : BA

Written Booklets-Others

Test Bank - ESP Teaching / Prep School for All Levels for All Skills

Material Bank – ESP / Prep School for All Skills

Booklet for Creative Writing

Booklet for While Listening and Note-taking Lectures / Note-taking Skill

Booklet for Presentation Techniques

Student Handbook

Staff Handbook

Quality Manual