

PERSONAL INFORMATION

Ahmet KOCA



Bilgisayarcilar 92 Yapi , Vadi Konaklari, 3535. Str. No:3 Sehitali Etimesgut / Ankara, TURKEY

+905075021323 +905075021323

ahmetkoca.ak0512@gmail.com

www.e-vet.eu / www.mega-vet.eu

Sex Male | Date of birth 15/05/1985 | Nationality Turkish citizen

JOB APPLIED FOR POSITION

English Tutor,
Erasmus+ project advisor and coordinator
MUN advisor (Model United Nations)

WORK EXPERIENCE

From September, 2011 to present

English Tutor

2019 - ASELSAN VET

Type of vocational and technical high school founded in cooperation with ASELSAN company and Ministry of Education with the aim of filling in the gap in labor sector, by putting the skills-gap available in Turkey at minimum level, taking into consideration of the needs and interests of Defence System in the field of Machinery and Electrics-Electronics which is aimed to raise highly qualified engineers.

2019 – 2019 Şair Abdurrahim Karakoç Middle School , SINCAN

2012 - 2019 Ortaköy 80th Year Technical and Vocational High School as English Teacher
Taught intermediate and upper-intermediate level to the learners aged 15 to 18 years old

2011 / 2012 Dedeli YIBO as English teacher

Education Sector

EDUCATION AND TRAINING

Uludag University, Department of Foreign Languages, Faculty of Educational Sciences, ELT Görükle/ BURSA

2008 to 2011

PERSONAL SKILLS

Mother tongue(s) Turkish

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Deutsch	B1	B1	B1	B1	B1

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user

Communication skills

Organisational / managerial skills

Participation numerous seminars, symposiums, exhibitions and information sessions.

2011 - Foreign Language Proficiency Examination for State Employees(KPDS) 86,5 points

2014 – Foreign Language Exam (YDS) 93,75 points

2014 – The experience of private lesson to the learners aged 12 to 15 years old

2014 – Attendance to seminar held in Ankara Guidance Academy (ARAD) within the framework of youth projects, www.idem-project.eu, GR-13-E20-2013-R3 & 1.3/R3/2013/06

2014-2016 – Coordinator of Project, www.e-vet.eu English at Vocational Education Training (e-VET) funded by National Agency with the number 2014-TR01-KA202-013230

2015 – March Ankara/TURKEY e-VET project meeting attendance (3 days)

2015 – July Granada/SPAIN e-VET project meeting attendance (3 days)

2015- October Prag/CZECH REPUBLIC project meeting attendance (3 days)

2016 – January Sofia/ BULGARIA transnational meeting (3 days)

2016 – May Athena/ GREECE Transnational Meeting (3 days)

2016 – November / ITALY Transnational Meeting (3 days)

2014 – Translator at the transnational meeting which was held in Poland, within EU Lifelong Learning Programme Grundtvig Project “Social Network and European Diversity” (3 days)

2014 – co-coordinator of the project “JOTRADI”, Job Trainer for People with intellectual disability and autism spectrum disorders , 2013-1-IT1-LEO05-03995

2015 – Attendance to the ydspublishing seminar held in Grand Rixos Hotel in Ankara, titled “The Usage of Technology in English Language Training and Teaching of an Effective Vocabulary”

2015-2017 Coordinator of Project, www.mega-vet.eu “Move to Enhance Gamified Applications in VET”(Mega-VET), financialized by Turkish National Agency with the number 2015-1-TR01-KA202-021990

- 2016 – January Ankara/ TURKEY Mega-VET project meeting (3 days)
- 2016 – September Ljubljana/ SLOVENIA Mega VET project meeting (3 days)
- 2017 – January Athens / GREECE Mega VET project meeting (2 days)
- 2017 – April Alicante / SPAIN Mega VET Project meeting (5 days)

2015 – Lecturer at informative meeting held in Kars. The definition and introduction of e-VET Project to the participants who are aspire to include to KA2 strategic partnerships in VET.

15th December 2015, participated to free webinar presented by Marion Fields; Third Sector Futures in Europe.

2016 – participant for a web-based lecture organized by a European-funded Project

<http://www.futur3skills.eu/futur3skills/>

2016 – acting as a lecturer in that national meeting in Edirne, having been held by Turkish National Agency which Mega VET Project has been chosen as a pilot and model project. the purpose of that meeting is to introduce our Project outputs and explain the pros and cons of handling such kind of a Project.

2016 – acting as a co-coordinator of the Project, called “MUN” (Model United Nations) held in Madrid, SPAIN.

- 2016 - Madrid / SPAIN MUN Project meeting (3 days)
- 2017 – March Paris / FRANCE MUN Project meeting (3 days)

2017 – Under the framework of erasmus+ Project, “Art of Democracy in Euro-Med Region”, I was appointed assistant of coordinator being charge of managing that Project across Europa and organised a series of workshops;

- Workshop 1, Architecture and Types of government
- Workshop 2, visual arts and the Universal Human Rights
(<http://www.artofdemocracyproject.com/single-post/2017/02/23/Graffiti-and-Street-Art-for-Human-Rights>)
- Workshop 3, Music
- Workshop 4, Film
- Workshop 5, Literature
- Workshop 6, Civic Action and Press conference

2017 – acting as a translator in the project “ROBOT”, during the last meeting taking place in Ortaköy 80th Year Technical and Vocational Anatolian High School

Organisational / managerial skills

2016 – acting as a co-coordinator of the Project, called “MUN” (Model United Nations) held in Madrid, SPAIN.

- 2016 - Madrid / SPAIN MUN Project meeting (3 days)
- 2017 – March Paris / FRANCE MUN Project meeting (3 days)

2017 – Under the framework of erasmus+ Project, “Art of Democracy in Euro-Med Region”, I was appointed assistant of coordinator being charge of managing that Project across Europa and organised a series of workshops;

- Workshop 1, Architecture and Types of government
- Workshop 2, visual arts and the Universal Human Rights
(<http://www.artofdemocracyproject.com/single-post/2017/02/23/Graffiti-and-Street-Art-for-Human-Rights>)
- Workshop 3, Music
- Workshop 4, Film
- Workshop 5, Literature
- Workshop 6, Civic Action and Press conference

2017 – acting as a translator in the project “ROBOT”, during the last meeting taking place in Ortaköy 80th Year Technical and Vocational Anatolian High School in May.

2017 – attended to the national meeting called, “ Digital Content Workshop in English Teaching” sponsored by two separate institutions, Ministry of Education and YDS Publishing, took place in the scope of discovering and improving digital-based skills.

- Jason STEINBERG -ODTÜ “Digital Natives, Digital Immigrants and Digital Literacy in Foreign Language Teaching (Yabancı Dil Eğitiminde Dijital Doğanlar, Dijital Göçmenler ve Dijital Okur Yazarlık)
- Sam SAID - İngilizce Dil Eğitmeni “Intertwining Digital Content in Teaching and Learning” (Dijital İçerikle Yabancı Dil Eğitim ve Öğretiminin Ölülmesi)

2018 – translator and guide in the project ERO VET taking place in Ankara on the dates 21 / 25th of May and project provider with diverse tasks such as presentations, course-taker.
<http://www.erovet.eu>

- 2021 – Attendance to the conference “ ANKAMUN’21” (Türk Telekom Sosyal Bilimler Lisesi) with the participation of 9 students as an observer of the team.
Sayı: E-68191173-821.99-22709642
- 2021- Attendance to the conference “SAFIRMUN” with the participation of 10 learners as an observer.
- 2021- Attendance to the conference “TEDUMUN” (TED UNIVERSITY MODEL UNITED NATIONS) with the participation of 67 learners as an observer.

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
IU	IU	IU	IU	IU

Levels: Basic user - Independent user - Proficient user
[Digital competences - Self-assessment grid](#)

Driving licence B

ADDITIONAL INFORMATION

- Publications e-VET BOOK, published in 2016 (English in VET), www.e-vet.eu
- Presentations Mega-VET BOOK (Description of Gamification), www.mega-vet.eu
- Projects e-VET KA2, Mega VET KA2, ROBOT KA2, Art of Democracy
- Conferences ANKAMUN, SAFIRMUN, TEDUMUN
MACMUN, GAZIMUN....
- Job-related experiences As attendee to the national seminar held
Offering private lesson to the learners at all levels ranging from primary to university students;
- Seminars
 - passing prep class
 - proficiency exam
- Honours and awards
 - YDS / LYS Foreign Language

References:

Kürşat ONBAŞLI (Trainer in Ministry of Youth and Sport), Hale ONBAŞLI (Environmental Engineer in Ministry of Forestry and water Affairs) 2015 to 2016

Vedat ÇÖRTÜK (construction Foreman) 2016 to 2017

Memberships **Mustafa TANER ÇIRAK** (executive in ARAD company) 2015

References **Mehmet CEYHAN** (Chemistry Engineer in PETKİM) 2017

Citations **Ahmet Refik YAZAR (Student at ASELSAN VET) 2021**

Courses **Certifications** Model United Nations is a kind of national/ International conferences which aims to gather many students at the level of high school and universities in hope for solving some certain global issues with the contributions of delegates assigned.

30/12/2019 BAŞARI BELGESİ, Sayı: 241, MAMAK KAYMAKAMLIĞI
Certificate of Achievement

28/04/2020 BAŞARI BELGESİ, Sayı 262, YENİMAHALLE KAYMAKAMLIĞI

Certificate of Achievement
01/12/2021 BAŞARI BELGESİ MEB BAKANI
Certificate of Achievement
2022 ÜSTÜN BAŞARI BELGESİ, YENİMAHALLE KAYMAKAMLIGI
Certificate of Excellence in the field of ERASMUS+

Maker Training 15/22 November 2019 (36 hours) Document of Maker

Lego Education STEM PARTICIPATION CERTIFICATE 2017

ANNEXES
