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CV
NINA TIMMER
ninatimmer1@gmail.com

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Employment history

Nov. 2016 – today	**Digital Development Editor (Spanish)**
The Open University, UK	- development and pedagogic editing of Spanish language teaching materials in printed and digital media - support learning design for Virtual Learning Environment (Moodle) - update xml source documents as necessary - provide feedback on early drafts of teaching materials to ensure content is suitable for students and consistent with design and pedagogic principles - editorial project management of the production process

Nov. 2015 – Oct. 2016	**Modern foreign languages editor (German / Spanish)**
Oxford University Press, UK	- edit GCSE German and Spanish Pupil Books and Teacher's Guides - develop worksheets, interactives and assessment materials for the digital platform - editorial advisor during development and production of audiovisual materials on location in Spain

August 2012 – June 2013	**Senior Project Editor (German / Spanish)**
Pearson Education, UK	- edit digital teaching platform (eBook with interactive games and activities, audiovisual materials, transcripts, worksheets, and presentations) - Editorial project management of German and Spanish Pupil Books and Teacher's Guides for Key Stage 3 - Copy-edit of print and digital teaching materials

March 2012 – July 2012	P.A.U. Education, Spain: Web Editor

March 2007 – Feb. 2012	**Editorial Media Developer (German)**
The Open University, UK	- structural and pedagogic edit of distance teaching materials for German (beginner to advanced level) - tag manuscripts using the xml authoring software Oxygen in preparation for publishing on VLE - review early drafts and advise authors - ensure compliance with accessibility requirements

Sept. 2004 – March 2007	The Environment Agency, Peterborough, UK: Planning Officer
Sept. 2003 – Sept. 2004	RS Components, Corby, UK: Linguist, German Catalogue Team

Freelance work

Sept. 2015 – Oct. 2015	**Oxford University Press, UK**
	▪ copy-edit of teaching materials (GCSE German)

Feb. 2015 – Oct. 2015	**Macmillan Iberia / ByME, Spain**
	▪ proofreading of manuscripts of social and natural sciences workbooks and exam papers adapted for the Madrid bilingual (Spanish / English) primary curricula

Sept. 2013 – Oct. 2015	**Pearson Education, UK**
	▪ native speaker checks of German teaching materials ▪ content and functionality checks of digital platforms

Sept. 2013 – Dec. 2014	**Vaughan Systems S.L., Spain: In-company English teacher**
	▪ development of lesson plans and lesson content ▪ assessment and monitoring of students via regular evaluation forms ▪ setting and correction of homework

Education and Qualifications

March 2015 – March 2021	▪ "Educational Media" (M.A, distance-learning, University of Duisburg-Essen, Germany)
April 2011– Nov. 2011	▪ TESOL Certificate (Teaching English to Speakers of Other Languages) with teaching practice in Spain
October 2011	▪ DELE Certificate (Diploma de Español como Lengua Extranjera), CEFR Level B2
June 2011	▪ Certificate of Proficiency in English, CEFR Level C2
Sept. 1996 – Feb. 2003	▪ B.A. in Geography (Münster University, Germany)

Languages

German	▪ mother tongue
English	▪ near-native
Spanish	▪ fluent