

# Andrea Evans

9511 Fontainebleau Blvd. # 101, Miami, FL 33172 • Tel: (786) 273-6864 • andreaevans2006@yahoo.com

---

UNIVERSITY OF MIAMI  
**DIVISION of CONTINUING  
& INTERNATIONAL  
EDUCATION**



Intensive English Program  
P.O.Box 248005  
Coral Gables, Florida 33124-1612

Phone: 305-284-2752  
Fax: 305-284-3633  
miami.edu/iep

October 1, 2019

To whom it may concern,

It is with pleasure and privilege that I recommend Andrea Evans for the position of ESL teacher at Miami Dade College.

I worked with Ms. Evans from 2014 to 2019 as both a supervisor and colleague. As her immediate supervisor, I have seen Andrea's work ethic as a professional and have observed the intrinsic motivation that she possesses as an individual. She strives for nothing short of perfection in her classes, incorporating various methodology to meet the needs of her students, and continuously improving on her already establishes curriculum. Ms. Evans is a well-organized, detail-orientated and effective instructor with a strong level of commitment to her students and their success.

As a colleague, Andrea has striven to create community amongst her peers. Time and time again, she has provided resources to others and mentored new employees on company procedure and policy. She has exhibited great patience and works exceptionally well with others. Andrea has a wealth of resources to share and does not hesitate in doing so in order to ensure the success of the organization at which she works.

I strongly recommend Andrea Evans for the ESL teaching position at your institution. She has established herself a respected professional in the field of ESL and will make an excellent addition to any team.

---

Please feel free to contact me at [a.yousuf@miami.edu](mailto:a.yousuf@miami.edu) if you have any questions.

Sincerely,

Amanda Yousuf-Little  
Associate Director  
Intensive English Program and Intensive Language Institute  
University of Miami

---

# University of Nizwa



جامعة نزوى  
معهد التأسيس

## Foundation Institute

### Professional Reference for Andrea Evans

To whom it may concern,

While I am delighted to recommend to you one of the most dedicated and effective teachers of the English language I have ever come across, I am saddened that we are losing her from the University of Nizwa.

I have known Andrea since September 2011, first in my role as a fellow teacher, and then in my role as Level One Coordinator.

Andrea was recommended to me by the Curriculum Coordinator as the ideal person to head Unizwa's Level One Practice & Production team for the Spring Semester of 2012. She proved her worth even before the course had begun, by displaying great preparatory awareness and pre-empting several obstacles. She is extremely well organised and is consequently an extremely efficient and reliable teacher.

She had had a great deal of experience in teaching Reading and Writing in particular, and had developed her own material which she shared with the other P & P teachers. Her amenable and assured demeanour quickly gained the confidence of that diverse but dedicated group, and further inspired them in the difficult task of teaching the basics of writing technique to elementary students.

Andrea consistently showed paramount concern for the wellbeing and effective learning of the students, and helped me to steer the group of P & P teachers in the right direction, ensuring that a standardised course was delivered to all Level One classes in the most constructive way.

I sought and welcomed her advice, particularly with regard to pedagogical improvements to the course, and indeed came to trust her level-headed and pragmatic view of University politics.

Andrea's relationship with students strikes the perfect balance of friendliness with firmness, while her relationship with colleagues is formed through a willingness to help and share.

I cannot recommend Andrea highly enough. I sincerely wish her every success in her career, and trust she will find the right institution to appreciate her invaluable talents.

**Malcolm Veitch**

Level One Coordinator

Foundation Institute

Mobile: +968 97273547

Office: +968 25446879

malcolm@unizwa.edu.om

P.O. Box 33, P.C. 616

Nizwa, Sultanate of Oman



29 May 2012



University of Nizwa  
Writer Center  
Director's Office



جامعة نزوى  
مركز مهارات الكتابة  
مكتب المسؤول

Monday, November 14, 2011

To Whom It May Concern;

Mrs. Andrea Evans has worked at the Language Center at the University of Nizwa as an English Instructor since 2006. The core subjects that she taught consisted of grammar, listening, speaking, reading, writing, and TOEFL from student centered approach. In addition, Ms. Evans was responsible for the preparation of weekly quizzes, mid-term and final exams, development of course materials and the continuous evaluation of students' progress and development.

Over the past five years that I have known Ms. Andrea Evans, she has exemplified a dedicated and interminable professional work ethic to her students, colleagues, and the institution. She possesses a parallel bilingual ability to communicate in English and Portuguese and is fluent in Spanish. I have had the pleasure of observing and evaluating her performance inside the classroom in which she displayed her teaching pedagogy and skill as one of the most proficient educators amongst the entire staff. She proved to have a talent being able to connect with her students as a compassionate and experienced educator.

Ms. Andrea Evans has flourished as a leader amongst the teaching staff and has developed a reputation of being open, fair and the ability to pass good judgment. She has demonstrated an eagerness and willingness to contribute to the University of Nizwa in an unprecedented capacity regardless of the task at hand. She has served on the Professional Development Committee, Placement Test Committee, and Grammar Test Committee and has been appointed throughout her employment at the UoN as a Level Coordinator, Exam Coordinator, Special Programs Coordinator, and Extracurricular Activities Coordinator. Despite the numerous committees and coordinating positions that she has held, she really thrived and offered a substantial contribution in her efforts as Head of Placement Test Evaluation Research, where she was responsible for pilot testing, analysis of data, statistics, teachers' satisfaction feedback of tests, modifications and corrections of educational testing materials.

I am tremendously confident that Ms. Andrea Evans will be successful in whatever position she decides to pursue in the future and would be a fine addition to any academic institution or company as a highly valued employee. She will be regrettable missed at the University of Nizwa by her students and colleagues alike. Should you have any further question about this remarkable professional educator, please do not hesitate to contact me at your convenience.

Sincerely,

Derek M.N. O'Connell  
Director  
The Writing Center

Office : +968 111-17  
Mobile : +968 00968-96419625  
Ext. : 360  
derek@unizwa.edu.om  
P.O. Box 33, Postal Code 616  
Nizwa, Sultanate of Oman



جامعة نزوى  
University of Nizwa

www.unizwa.edu.om



Initial campus at Birkat Al Mouz, P.O. Box 33, Postal Code 616,  
Nizwa, Sultanate of Oman.

Tel. : 25446360 / 25446563 / 25446564

Email address : derek@unizwa.edu.om  
Website : www.unizwa.edu.om

الحرم المبدئي ص.ب : ٣٣ ، الرمز البريدي : ٦١٦  
بركة الموز - نزوى - سلطنة عمان  
هاتف : ٢٥٤٤٦٥٦٤ / ٢٥٤٤٦٥٦٣ / ٢٥٤٤٦٣٦٠