

CURRICULUM VITAE

James Mowlam

Date of birth 10th July 1968

Nationality British

Languages English (first language), German (B1)

PROFILE

A committed and qualified ESL/Business English trainer from a successful business background. An excellent communicator with strong inter-personal skills capable of providing creative and dynamic training within a motivating learning environment.

EMPLOYMENT

November 2005 - to date

Freelance Business English Trainer

- Provide different companies and institutions with training to improve business communication skills in English
- Concentrate on the topics that are required for the modern business world; social English, cross cultural communication, telephoning, email and letter writing, presentations, meetings, negotiations, team building, grammar and specific vocabulary and phrases relating to individual industries
- Tailor skills and material to meet the client's needs
- Develop, conduct and lead seminars, weekly classes and one to one training
- Train at all levels of ability
- Work as a subcontracted trainer and consultant for established language schools based in Vienna: Berlitz, Callagy - English for Executives and Talkshop (clients include UNO, OMV, Verbund, Unicredit Bank Austria, Raiffeisen, Erste Bank, EPAMEDIA and many others)

Client List

Stadt Wien (Verwaltungsakademie, MA 48, MA 62, MA 35, MA 20, Wien Kanal), Erste Bank, Akademie der bildenden Künste Wien, Eoos design, Jung von Matt, Lansky Ganzger and Partner. Wiener Börse AG, Wiener Wohnen, Wohnservice Wien, ACP Holding GmbH, Ambassade de France en Autriche, Arbeiterkammer Wien, ÖGB, Your Office – Managed Business Services GmbH, Pädagogische Hochschule Wien, Private Pädagogische Hochschule der Diözese Linz, Pädagogische Hochschule Salzburg.

July 2001 – July 2005

Valuer, Valuations Department

Phillips / Bonhams, 101 New Bond Street, London W1

- Responsible for consigning goods for an ever-expanding programme of sales to meet annual financial targets set for the department
- Generate and develop new business
- Prepare written valuations for the purposes of insurance, pre-sale inspection, probate, willing buyer willing seller and family division
- Work with specialist departments whilst valuing and researching specific items or collections
- Provide clients with documents containing full catalogue descriptions and digital images of their assets

- Produce insurance valuations for major legal and military institutions, livery companies and both private and corporate clients throughout London and the South East
- Liaise with fiduciary clients for probate valuations on a professional level whilst maintaining a degree of sensitivity when dealing with relatives and associates of the deceased and arranged for the saleable chattels from an estate to be auctioned

January 2000 – July 2001

General Valuer, Valuations Department

Phillips Auctioneers, 10 Salem Road, London W2

- Similar responsibilities to position at New Bond Street, with a greater emphasis towards goods getting to meet annual turnover targets - consigned a selection of items from an important collection of 18th Century English furniture

January 1996 - December 1999

Furniture Department Manager, Valuer and Auctioneer

Phillips Bayswater

- Responsible for the largest department within Phillips Bayswater with an annual turnover of £2.5 million
- Auction weekly sales to meet targets
- Manage a team of seven people
- Co-ordinate weekly sales of approximately 300-400 lots of Georgian, Victorian and later furniture to strict deadlines
- Prepare valuations for sale, probate and insurance, dealing with private and professional clients

1991- 1995

Cataloguer / Valuer / Auctioneer

Phillips Sherborne, Dorset

- Manage monthly sales of furniture, paintings and works of art

EDUCATION

2010	CELTA (Certificate in English Language Teaching to Adults) Cambridge University (BFI Wien)
1986-1989	BA Honours Degree Fine Art 2.1 Winchester School of Art (extended studies in Italy, Russia and Spain)

INTERESTS

I have my own English training YouTube Channel (English at Trumpbottom Manor) I also maintain a healthy interest in all aspects of the arts and enjoy hiking and archery.

REFEREES

Frau Michaela Girtler-Voh
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Gruppe Verwaltungsakademie und Personalentwicklung
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