

# Cole Hodges

---

1 Main Street, New Cityland, CA 91010  
Cell: (555) 322-7337 - example-email@example.com

## Summary

---

Responsible Assistant Teacher with excellent communication and coordination skills demonstrated by eight years of classroom experience. Caring and professional with tireless commitment to student learning and overall wellbeing. Fully qualified by State of California with clean driving record and California license.

## Highlights

---

- Excellent classroom management
- Teaching, tutoring, and counseling
- Experience working special needs students
- Creative student engagement
- CPR certification
- Effectively work with parents
- Proofreading/editing
- Motivating students
- Interactive teaching/learning
- Strong listener

## Experience

---

### Teacher's Assistant

January 2011 to Current

#### Amarillo Elementary School - New Cityland, CA

- Enforce rules for behavior and procedures for maintaining order among a class of 25 students.
- Instruct students under direction and guidance of teachers.
- Utilize variety of teaching methods including lectures, media, group discussions, and role-playing.
- Work with students on individual and small group basis to reinforce learning concepts, help complete assignments, and improve performance.

### Teacher's Assistant

September 2007 to December 2010

#### Grey Hodges Elementary School - New Cityland, CA

- Developed, administered and corrected tests and quizzes in a timely manner.
- Coordinated after school tutoring hours with teachers to help students in need of extra attention.
- Received high remarks for the creativity of classroom lesson plans and instructional techniques from students, parents, and faculty.
- Implemented student discipline measures, decreasing classroom disruptions by 80%.
- Assisted with design of lesson plans focused on age and level-appropriate material.

### Teacher's Assistant

October 2005 to August 2007

#### Scarborough Elementary School - New Cityland, CA

- Combined discipline plan with effective measures and various lesson plans to increase concentration, participation, and progress student accountability.
- Earned positive verbal/written feedback from parents regarding classroom instruction and student learning success.
- Discussed in-class issues and learning interruptions with parents in order to develop solutions.
- Observed student's performance and documented both positive and negative points.
- Maintained safe, positive learning environment.

## Education

---

### Associate of Applied Science : Early Childhood Development, 2005

Cobalt University - New Cityland, CA