

## Personal

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## Skills

Microsoft Word CRM	● ● ● ● ● ●
Microsoft Excel	● ● ● ● ● ●
Creativity / Patience	● ● ● ● ● ●
Effective listening	● ● ● ● ● ●
Clear communication	● ● ● ● ● ●
Adaptability	● ● ● ● ● ●

Passionate and detail-oriented certified teaching candidate seeking the right opportunity to share my enthusiasm for educating young people. Two-years of teaching experience, a strong work ethic infused with exceptional patience, conflict resolution, multiple learning methods, organization, and communication skills. Strong background with mathematics, science, English, geography, and other social sciences. Dedication to creating a nurturing learning environment, while inspiring children to strive for excellence and exceed their educational personal life goals.

## Work Experience

### Teaching Internship

Jul 2020- Present

Hampshire Elementary School

Responsible for educational lesson planning and online instructional courses during global pandemic for 6th grade students in Southampton, UK. Daily duties include -

- General education lesson planning for a diverse group of students.
- Taught English, Math, Science, Geography, History, and Physical Education.
- Quiz and test writing, grading, and feedback to students.
- Creating a positive learning environment.
- Stimulated conversation and interaction with students.
- Preparing daily, weekly, and monthly progress reports.
- Scheduled parent / teacher meetings.
- Grading of homework assignments.
- Planned off-site educational field trips.
- Individual tutoring and mentoring students.

### Early Education Assistant

Oct 2018- Jul 2020

Hampshire Early Learning Center

Part of an exceptional team of early education assistants who supervised 4 and 5 year old children. Duties included -

- Supervising and interacting with children.
- Collaborated with educators to create educational exercises.
- Engaged with students, parents, and other team members.
- Helped organize activities - both onsite and abroad.
- Served breakfast, lunch and snacks to children.
- Monitored students and inspired them to stay focused on tasks.
- Worked with students to develop interpersonal skills.
- Taught teamwork and conflict resolution.

### Summer Camp Counselor

May 2017-Sept 2017

Southampton Summer Camp

Member of Southampton's Summer Camp staff for children ages 8 through 12. Combined duties include -

- Ordering and keeping track of inventory of camp supplies.
- Supervising students during camp hours.
- Cleaning up camp facility before, during, and after camp hours.
- Attended field trips and supervised students.
- Maintained a safe environment for students.
- Collaborated with fellow counselors on activity planning.