

LATAVYA D. COLLINS

Georgetown, Texas / USA | 832-878-9102 | msdavistoday@gmail.com | www.linkedin.com/in/latavya-collins

SUMMARY

Industry Knowledge:

Agile Model • Self-motivating • Team Leadership • Instructional Design • Risk Identification and Analysis • Team Building & Management • Process Improvement • Training Facilitation & Design • 360 Feedback • Fostering Diverse and Equitable Hiring Practices • Performance Management • Instructional Technology • Effective negotiation skills • Strong analytical • Data driven selling and Creative thinking skills • Customer first mindset

Technical Skills: [Github: Collins418](#) (projects)

SaaS • Google Suite • Slack • Microsoft Office Suite • HTML • CSS • JavaScript • Wireframing • GitHub • Website design • Zoom • Command Line • MySQL • Node.js • Heroku •

Soft Skills:

Leadership • Conflict Resolution • Teamwork • Strong Written and Verbal Communication • Problem Solving • Excellent interpersonal • Building Relationships • Highly Adaptable • Deeply Reflective

PROFESSIONAL EXPERIENCE

ROUND ROCK ISD

AUSTIN, TEXAS/ USA

Science Instructor

July 2010 – Present

- Interviewed, hired and onboarded staff, completing regular performance evaluations and developing corrective action plans as needed.
- Developed and Implemented a training strategy with corresponding curriculum to achieve organization's goals and deadlines. Design effective training resources to enhance performance.
- Produced and facilitate Train the Trainer materials for career development and task management.
- Heavily contributed as a valuable team member in the collaborations of curriculum and equity development for department, school-wide, and district training.
- Performed one-on-one coaching with clients that require customized training tailored to individual learning types.
- Conducted performance gap analysis to assess current state and prioritize performance issues based on organizational goals.
- Planned, Coordinated, and Executed 15 annual events for over 500 attendees per event, including vendor management, marketing promotion, and event itineraries.

EDUCATION/CERTIFICATION

University of Texas at Austin

Austin, TX / USA

FULL STACK DEVELOPER CERTIFICATE

Graduation Month Dec 2022

- HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, React.js, Node.js, Database Theory, MongoDB, MySQL, Command Line, Git, and more.
- Create scalable code, perform quality assurance testing, identify product defects, and deliver technical solutions for bugs.

Texas State University

San Marcos, TX/USA

MASTER OF SECONDARY EDUCATION (M.Ed)

Graduated August 2018

- Problem Solving, Improve Professional Effectiveness, Scientific Knowledge of Culture, self-development, and self-adjustive areas of development. Methodology derived from principles of learning and research.

Prairie View A & M University

Prairie View, TX /USA

BACHELOR OF SCIENCE IN PSYCHOLOGY / HUMAN SCIENCE(B.S)

Graduated December 2005

- Developing research and analytical skills while developing an understanding of cultural influence in psychology.

TEXES Certifications –Generalist (PK–4) • Generalist (4–8)

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NOTABLE CONTRIBUTIONS/ACCOMPLISHMENTS

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AUSTIN, TEXAS/ USA

Winner of Teacher of the year 2018 • Teacher Mentor • Equity Committee Leader • Cross-Curriculum Leader • Professional Development Facilitator /Trainer • Leadership committee • Externship Candidate • Positive Behavioral Interventions and Supports Leadership Team • Hospitality Committee Leader • Assistant Principal Selection Committee • Department Recruiter