

# VICTORIA BISIERI YUNGO

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## TEACHER

I am an ambitious, creative, and self-driven History and Kiswahili graduate with over one year of experience in the education field. Known for my quick learning and adaptability, I consistently meet both academic and professional goals. My strong communication skills, leadership abilities, and commitment to integrity enable me to build trust and collaborate effectively in dynamic environments. I am seeking a teaching position where I can fully apply my expertise, foster a love for learning, and grow as an educator, while contributing to a high-standard, team-oriented environment.

### SKILLS & COMPETENCIES

- **Classroom Management:** Effective in creating a structured and respectful classroom environment that supports student learning and discipline.
- **Communication & Interpersonal Skills:** Excellent communication and relationship-building skills.
- **Problem-Solving:** Ability to quickly identify issues and develop effective solutions.
- **Curriculum Development:** Experienced in designing and implementing engaging and educationally sound lesson plans tailored to diverse student needs.
- **Strong knowledge of teaching methods:** Proficient in applying diverse instructional strategies to engage students and enhance learning outcomes.
- **Utilization of Digital learning tools:** Proficiency in Microsoft office and Google Suite for lesson planning and student assessment.
- **Adaptability and Flexibility:** Able to adjust teaching strategies and materials to meet the evolving needs of students and educational requirements.

### ACADEMIC BACKGROUND

- **Masters in History** – Kibabii University  
September 2024
- **Bachelor of Education (Arts)** – Kibabii University  
2018-2022
- **Certified Public Accountant; Section 6**  
KCE College (Part time)  
2021- Ongoing
- **Kenya Certificate of Secondary Education**  
Nyabururu Girls High School

### WORK EXPERIENCE

#### Accounts Clerk; Sironga Girls High School

January, 2023 To May, 2024

##### Tasks

- Processing invoices, maintaining accounting records and reconciling accounts.
- Preparing monthly sundry expenses balance for payment processing.
- Managed accounts payable function accurately processing invoices and reconciling vendor statements.
- Assisted in data entry, record keeping, managing ledger accounts and filing of financial documents.
- Receiving and receipting fee pay in

**Apprentice Teacher; Forestal S.A  
Secondary School Oct, 2021 to Dec, 2021**

- Developed and delivered engaging lesson plans.
- Provided individualized support to enhance student learning and growth.
- Evaluated students' reading and writing skills.
- Take part in lesson observations to share good practice as part of the school's policy of self-evaluation.
- Assigned and evaluated projects, assignments, and tests
- Ensured lessons met educational standards.

**COMPUTER PROFICIENCY**

MS Excel      Intermediate  
MS Word      Excellent  
MS Outlook Intermediate  
MS Access      Intermediate  
MS PowerPoint Excellent  
MS Publisher Intermediate

**PERSONAL VALUES**

- Adaptable to different work environments.
- Smart listening, thinking, patience, as well as resilience.
- Accustomed to operating under minimal supervision.
- Proficient at working in a team as well as independently.
- Ability to manage multiple tasks, priorities and deadlines.

**REFEREES**

**Eva Odhiambo**

Chief Principal Kisumu Girls,  
P.O BOX 811-40100,  
Kisumu.  
Tel: +254 723966584

**David Makhokha,**

Principal Forestal S.A Secondary School,  
P.O BOX 344-30106,  
Turbo.  
Tel: +254 726 231 385

**LANGUAGE PROFICIENCY**

**English** Reading, Writing and Speaking

**Swahili** Reading, Writing and Speaking

**Kennedy Wakhungu Maasi,**

Tutorial Fellow, Kibabii University,  
P.O BOX 1699-50200  
Bungoma.  
Tel: +254729378768