SHEINN D. REYES
Teacher | Course Creator

Fully knowledgeable in curriculum and content development with experience in teaching and administration. Adept at implementing innovative teaching practices and procedures to improve efficiency.

CONTACT

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Camarin, Caloocan City, PH.

SKILLS

- Proven working experience in course development, administration, training, and teaching
- Ability to manage multiple and varied tasks with enthusiasm and prioritize workload with attention to detail
- Strong desire to follow procedures
- Strong time management skills
- Experience using Microsoft Office applications, course development software such as Articulate 360, eBook creation such as Kotobee and learning management system such as Moodle
- Knowledgeable in basic computer programming and theories, web development, multimedia, and research

WORK EXPERIENCE

FREELANCER - COURSE CREATOR & TRAINER
2022- PRESENT

- Design and develop quality courses and learning materials

SENIOR CONTENT DEVELOPER & LEARNING MANAGEMENT SYSTEM SPECIALIST
2020 - 2022

Edulearn Technologies Inc.

- Design and develop quality courses and learning materials
- Conduct information communication and technology course and learning management system training for faculty, staff, and students
- Recommend delivery strategies that yield a rich, meaningful, and dynamic experience for multiple audiences
- Serve as part of the production team for virtual or live events as needed
- co-author, content creator, and technical editor for educational technology books
- Ensure the creation of all learning materials maintains high standards (CSTA and ISTE standards) of excellence in design and that all information is current and accessible
- Always delivered on time and received positive feedback from the boss
- recognized as an outstanding trainer with good training performance evaluation

COLLEGE & SENIOR HIGHSCHOOL TEACHER
2014 - 2020

Montessori Professional College of Asia

- taught the following subjects: Practical Research, Empowerment Technologies, Media and Information Literacy, Computer Programming (Java, C++, VB.Net), 21st Century Literature, Philosophy, Automata, Web

development (HTML/JavaScript/PHP), Office Productivity Tools and Data Processing (MS Office), System Analysis Design, Software Engineering, Multimedia, Advanced Database Management System, Theory of Databases, Computer Networking, Methods of Research
- Supreme Student Government Adviser
- Class and Research Adviser
- recognized as outstanding faculty from 2017 to 2020 with good training performance evaluation.

ADMINISTRATIVE ASSISTANT
2019 - 2019

Montessori Professional Colleges of Asia

- responsible for reapplying courses to the Commission on Higher Education and DEPED
- organized the overall school event for 12 branches
- visited and investigated all school branches to check if there was a problem and created detailed reports to inform the management.
- interviewed and hired new teachers

COLLEGE TEACHER
2013 - 2014

Integrated Innovation and Hospitality Colleges Inc.

- taught the following subjects: Visual Graphic Design I – Adobe Photoshop, Visual Graphic Design II – Corel Draw, Office Productivity Tools and Data Processing – MS Office Word, Excel and PowerPoint, Computer Programming – Java/Visual Basic
- office staff

EDUCATION

Short Course - DICT
June - July

DICT-DLS002 Navigating Google Workspace

Rizal Technological University
2018-ONGOING

Masters of Science in Information Technology
- Appointed as MSIT secretary responsible in organizing and servicing meetings
- Passed the comprehensive exam given last July 17, October 10, 16, and 17, 2021

University of Caloocan City
2009 - 2013

Bachelor of Science in Information System

ACHIEVEMENTS

- **Judge** in EduLearn Technologies Robotics Competition 2022
- **Technical Editor** for the books of Python Coding, Office Productivity Tools, Vector Graphic Design with Inkscape, Basic Web Design, Empowerment Technology, and Media and Information Literacy
- **Co-author and content creator** for the books of CompuThinkers 1 to 6
- **Trainer**, Conducted successful online training on learning management systems with positive feedback for nearly 2 years
- Recognized as outstanding **Faculty** from 2017 to 2020 with good training performance evaluation
- **Certificate Taken:** Passed the National Certificates for Visual Graphic Design and Computer Servicing System