Narizza Lockhart-Suber

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813-3889456

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**EDUCATION**

Bachelor of Arts Degree in Speech & Hearing Sciences; August, 2010

University of South Florida, Tampa, Florida

Associate of Arts Degree in Elementary Education; April 1996, College of the Bahamas, Nassau, Bahamas

Teacher’s Certificate, April 1996, College of the Bahamas

**WORK EXPERIENCE**

1996-2006, **Elementary School Teacher**; Ministry of Education, Nassau, Bahamas

Developed and implemented curriculum, weekly lesson plans for presentation and effective administration to students in all core subject areas

Provided efficient and regular feedback on academic achievements

Coached several Spelling Bees and other school based competitions including Mathematics and General Knowledge Competitions

Organized special events’ ceremonies including commencement exercises, special Assemblies

Tutored students in need of extra academic work

1991-1994, **Part Time Sales Clerk**; Royal Bahamian Gift Store, Nassau, Bahamas

Responsible for cashing out and verification of receipts

Conducted vendor inventories on a regular basis to facilitate timely and efficient ordering and purchasing

Set up displays and implement in-store promotions

Assisted in opening and closing operations

**SKILLS**

Microsoft Word, PowerPoint, Internet Web Browsers, Basic Sign Language Skills

**REFERENCES**

Furnished upon request