EDUCATION

2007 –2009	Western Governors University, Salt Lake City, UT Bachelor of Arts Interdisciplinary Studies PK-8, Teacher Preparation Program
1997-1998	Holy Family University, Philadelphia, PA General Coursework
1995	LaSalle University ,Philadelphia, PA General Coursework
1989-1991	Bucks County Community College, Newtown, PA General Coursework

RELEVANT EXPERIENCE

- Develop and implement student-centered lessons in all subject areas
- Incorporate cross-curricular components into lessons and units
- Create lessons that provide small-group collaboration suitable for students of various achievement levels
- Implement positive classroom management strategies
- Participate in grade-level curriculum and team meetings, parent conferences and field trips
- Communicate with parents via progress reports and email

Achievements

- Integrated technology through the development of units that included computer literacy skills; adapted activities to meet the needs of individual learners
- Enhanced student academic and social growth by using varied teaching strategies and techniques; included whole group, small group, and one to one individual instruction to assist in the development of a positive attitude toward education
- Employed kinesthetic, visual and auditory approaches to make lessons interesting and interactive; utilized various mediums, modeling and organized student led group sharing

Skills and Qualifications

PA State certified Elem Ed K-6 and English 7-12

- Creative, motivated, determined, reliable
- Dedicated and goal driven professional with a solid commitment to the social and academic growth of every student
- Superior interpersonal and communication skills
- Accommodating and versatile

Technical Integrations and Proficiencies

Proficient in Microsoft Office, PowerPoint, Excel, QuickBooks, E-mail and Internet Navigation

Employment

Sept 2012 – present

School District of Philadelphia

Grade Prep teacher K-8

June 2012 YMCA/Bristol Twp., Levittown, PA

Summer Enrichment Program Reading Teacher

February 2011 – June 2011

Bristol Township School District, Levittown, PA

Long term substitute Kindergarten

April 2010 - June 2012

Bristol Township School District, Levittown, PA

Substitute teacher K-12

On call substitute

December 2009 – June 2011

Saint Thomas Aquinas Elementary School, Croydon, PA

Substitute teacher K-8

On call substitute

Nov 2003 - August 2009

Fairborn Equipment Company, Bensalem, PA

Office Manager

Successfully developed management skills by overseeing the daily operations of a fully staffed sales office. Acquired considerable accounting experience through processing payroll, filing tax returns and balancing financial accounts for a retail business.

Aug 1998 - Nov 2003

Modern Handling Equipment Company, Bristol, PA

<u>Sales Coordinator</u> – Material Handling Department

Provided clerical support by preparing and processing orders for outside salesmen. Assisted with customer service by coordinating deliveries and addressing customer concerns via telephone and email.

REFERENCES:

Connie Carnivale Principal H.A. Brown Elementary School Sergant Street Philadelphia, Pa 19125 215-291-4717

Steve Davis
Vice President Sales
Fairborn Equipment Company
1411 Ford Road
Bensalem, Pa 19020
888-547-9557

Terrie Giardine Principal Ralph Waldo Emerson Elementary School 6501 Millcreek Road Levittown, PA 19056 215-945-0222

James Sanders, Sr. President/CEO Fairborn Equipment Company 1411 Ford Road Bensalem, Pa 19020 888-547-9557

Keren Tal Lead Teacher H.A. Brown Elementary School Sergant Street Philadelphia, Pa 19125 215-300-1070

Michael Unruh Operations Manager Modern Handling Equipment Company 2501 Durham Road Bristol, Pa 19007 215-949-9271