

RACHAEL REILLY

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OBJECTIVE

To obtain a full time position utilizing the BCIT certification in a K-12, cyber, charter, or vocational environment.

EDUCATION

Bachelor of Science in Business Education, BCIT certified – August 2010 – May 2015

Minor: Special Education

Indiana University of Pennsylvania, Indiana, Pennsylvania

Graduated: May 2015

3.59 / 4.0 GPA

Related Courses:

Accounting Principles I & II

Micro- and Macroeconomics

Marketing

Business Law

Web Page Design

Business Communications

Business Statistics

Methodology of Teaching I and II

English Language Learners

Programming, Gaming, and Robotics

PROFESSIONAL EXPERIENCE

Business Teacher, Towanda Area School District, Towanda, PA

August 2015 – Current

- Teach: School Store Operations/Entrepreneurship, Video Editing, Sports and Entertainment Marketing/Management, Keyboarding 7, Accounting I
- FBLA Assistant Advisor
- SADD Assistant Advisor
- Volunteer Junior High Volleyball and Basketball Coach

Student Teaching, Norwin Area High School, North Huntingdon, PA

Spring 2015

- Taught: Programming, Gaming, and Robotics I and II, Web Page Design (HTML5)
- Morning Duty Attendance Table
- Courtroom in the Classroom
- Financial Reality Fair
- Volunteer Track Coach

Pre-Student Teaching II, Derry Area High School, Derry, PA

Fall 2014

- Accounting I and II
- FBLA Service Project – Salvation Army Latrobe, PA

Philadelphia Urban Seminar, Edison High School, Philadelphia, PA
Summer 2014

- Adobe Photoshop CS6
- Norris Square Service Project

Pre-Student Teaching I, Marion Center High School, Marion Center, PA
Spring 2014

- Business Law

RELATED WORK EXPERIENCE

Camp Counselor, Camp Chen-A-Wanda, Thompson, Pennsylvania
June 2014 – Present

- Provided supervision to groups of 20-25 campers ages 6-16
- Set example of character leadership to staff and campers in accordance with camp mission
- Planned and organized group activities that promoted team-building, cooperation, and self confidence

Basketball Official, Pennsylvania Interscholastic Athletic Association, Tri-County Chapter
November 2013 – Present

- Certified grades K-12
- Enforce rules and regulations at all grade levels – boys and girls
- Attend monthly meetings for Tri-County Chapter

SKILLS

- Microsoft Office Suite
- Adobe Premiere Pro
- RobotC, Alice, and GameMaker
- HTML5
- SAP
 - Post expenses, budgets, and fund transfers
 - Created expense reports
 - Retrieved information to create final reports

ORGANIZATIONS AND AFFILIATIONS

- Dean's List (9/10 Semesters)
- Business Education Scholarship, Spring 2013
- Community service at the American Red Cross: September 2012 – May 2015
- Member of Pi Omega Pi, Fall 2013 – Present
- Volunteer at Indiana YMCA, September 2013 – May 2015
- Officiated intramural men's and women's basketball games for Indiana University of Pennsylvania, Spring 2014
- Attended Student Pennsylvania State Education Association Conference, Spring 2014
- Chaperoned Pennsylvania Future Business Leaders of America State Leadership Conference, Spring 2014