

Pamela Sarfo

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PROFESSIONAL SUMMARY

Resolute physicist who is keen to progress in her career. Experienced in tutoring high school students. Pamela is confident in her ability to deliver lessons that engage her students. I have experience in teaching Math and Physics in a wide range of classroom setting. Integrity is my hallmark. I certainly love the idea of working and learning from others.

PERSONAL INFORMATION

Address: 720 25TH STREET, BRANDON

Nationality: Ghanaian

SKILLS

Good listener

Hardworking

Focused

Compassionate

Typing

Accuracy

WORK EXPERIENCE

* Physics Tutor at Anglican Senior High School, Ghana

Preparing of lesson and unit plans.

Facilitate and maintain creative and positive learning environment.

Identify and recommend books for students.

Counsel students with respect to academic progress and assist them in obtaining appropriate counseling for non-academic matters.

* Student Teacher at Vincent Massey High School, Brandon, Manitoba

Preparing engaging lesson plans.

Creating a conducive atmosphere for effective learning.

Encouraging intellectual curiosity in the field of Physics and Math.

Marking and grading the work of students.

Giving extra attention to struggling students and students with disability.

Attending all staff meetings and contributing positively to discussions.

* Student Teacher at Virden Collegiate Institute, Virden, Manitoba

Preparing engaging lesson plans.

Setting appropriate tasks and challenges for homework according to published timetable.

Consulting with parents so as to improve the level of teaching.

Keeping classroom safe, well organized, and tidy.

Using zoom, webcam, google classroom to coordinate with my students in Reston, Manitoba.

* Student Teacher at River Heights School, Brandon, Manitoba

Preparing engaging lesson plans and unit plan for grade 7 students.

Setting appropriate tasks and challenges for homework according to published timetable.

Recess duty and extra-curricular activities.

Keeping classroom safe, well organized, and tidy.

Teaching students leadership skills and coding with animation via Code.org

*Substitute Teacher for Brandon School Division (November 2020 to Date)

Subbing in all grade levels and teaching all subjects.

* Part-time Deli Clerk at Heritage Coop, Brandon

Greet and assist customers in various purchases according to their needs.

Prepare Food items such as wraps, sandwiches, pizza, home-style meals in adherence to the established standards.

Make sure cleanliness and sanitation are applied to workstations

Store food in appropriate containers and areas to prevent spoilage.

* Prep-Cook at Pizza Express, Brandon

Making pizza dough.

Cutting of vegetables.

Maintaining cleanliness at the workplace.

Storing food in appropriate containers to prevent spoilage.

* Sales Supervisor and Data Entry Analyst at Unique Flavors and Fragrances, Ghana

Greet and assist customers in various purchases according to their needs.

Compiling sales reports and managing sales staffs.

Merchandising using Sage software and excel.

Helping sales staff do data entry of stocks weekly and monthly basis.

Advice customers with pertinent information regarding raw materials.

Maintain cleanliness of workplace

EDUCATION

* September 2019 – Present

Brandon University, Brandon Education Degree

Currently Pursuing the After-degree program in Education

* October 2013 – June 2017

Kwame Nkrumah University of Science and Technology, Ghana Physics with Biomedical as option