



# SARA EVANS

## TEACHING ASSISTANT

### PERSONAL PROFILE

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A self-motivated and dedicated Interactive Media Design student looking to apply her diverse skill set in a new and challenging environment.

### CONTACT

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✉ saraevansdesign@gmail.com

☎ +46 73 560 39 50

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### SKILLS

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- Lesson planning
- Resourcefulness and multitasking
- Bilingual IBDP Diploma (English/Serbian)
- Project Management Workshop Certificate
- Photoshop, Illustrator, InDesign, Lightroom
- Assertiveness and positive work ethic
- Oral and written communication
- Intercultural competence

### EDUCATION

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Interactive Media Design, Faculty of Digital Arts  
*Metropolitan University*

International Baccalaureate Diploma Program  
Bilingual diploma, Valedictorian  
Mathematics, Serbian A, English B, History,  
Economics, Environmental Systems and Societies  
*Crnjanski High School*

Gymnasium Diploma - Serbian national curriculum  
*Fourth Gymnasium of Belgrade*

### WORK EXPERIENCE

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#### **Didaktika Education Center, Teaching Assistant**

JAN 2018 - DEC 2019

- Assisted teachers (English, social sciences, computer science and design) with lesson preparation by getting materials ready, setting up equipment and creating a lesson plan.
- Revised lesson material with students individually or in small groups, in-class and outside the classroom activities.
- Ensured the classroom environment is safe and clean.

#### **Other relevant competencies: Private tutoring**

NOV 2017 - PRESENT

- Tutored English to elementary school students (7-10 years old)
- Reviewed class material with students by discussing text, working solutions to problems, or reviewing worksheets or other assignments, and monitored their performance over time.
- Researched the best tools and material for effective learning.