

# Kate Smith, Substitute Teacher

1515 Pacific Ave, Los Angeles, CA 90291, United States, 3868683442, email@email.com

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Place of birth	San Antonio	Driving license	Full
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LINKS	<a href="#">Resume.io</a> , <a href="#">Resume Viking</a>
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PROFILE	<i>Highly proficient Substitute Teacher with imaginative instructional demeanor and aptitude in smart learning approaches. 12+ years' experience teaching elementary grades with a bachelor's degree in Child Psychology and certified to teach in all states across the Mid-West Region. Very motivated on engaging and enthusing learners to achieve their ultimate potential.</i>
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## EMPLOYMENT HISTORY

Jan 2021 — Present	<b>Substitute Teacher, Northville Primary School</b>	Boston
	<i>Facilitating lessons for Grade 3 Pupils daily, by handing out learning materials, setting up props, and handing out art and stationery supplies.</i>	

- Acknowledged praise from the principal for the frequent capability of arriving within very short notice, respectable, equipped, and ready to involve the students.
- Assumed provisional leadership roles for after-school programs such as football coaching and Substitute Teaching. Asked to be an assistant coach permanently.

Jan 2019 — Dec 2020	<b>Substitute Teacher, St Mary's DSG</b>	San Francisco
	<i>Substituted for Biology, English, and Maths classes for all elementary grades, throughout the 2020 school year</i>	

- Substituted for Biology, English, and maths classes. Graded every quiz allocated by long-term teachers.
- Revised lesson plans to correspond to changes in curriculum. Acknowledged by teachers for attention to detail
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- Revised lesson plans to correspond to changes in curriculum. Acknowledged by teachers for attention to detail.
- Regularly filled in when the soccer coach was absent at practices. Improved student participation in drills by 30%.

Jan 2017 — Nov 2018	<b>Substitute Teacher, Menlo Park High School</b>	New York
	<i>Responsible for planning lessons for all elementary grades that teach learners via practical and theoretical examples.</i>	

- Conducting tests and assessments.
- Grading students' assignments and monitoring their progression.
- Supervising learners during lunchtimes in the cafeteria and on the playground during recess, ensuring their safety.
- Distributing tests, monitoring exam sessions, collecting exam papers, and doing the grading thereof.
- Preparing draft lesson outlines, creating worksheets for learners to do during lessons.

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## EDUCATION

Jan 2021 — Present	<b>Master's Degree in Curriculum and Instruction, University of Arizona</b>	Buffalo
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Jan 2018 — Dec 2020	<b>Bachelor's Degree in Creative Writing, Ashford University</b>	Ashford
	<ul style="list-style-type: none"><li>• GPA: 3.5</li><li>• Majors: Communication Sciences, Creative Writing.</li><li>• Honors: Deans List</li></ul>	

Jan 2016 — Jul 2018	<b>Bachelor's Degree in Education, Chicago State University</b>	San Vicente Chicoloapan
	<ul style="list-style-type: none"><li>• Majors: Reading, Literature, Pedagogy.</li><li>• Minors: Curriculum Design, Instructional Technology, Instruction Design.</li></ul>	

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SKILLS	Leadership	Expert	Modified Instructional	Expert
	Classroom Management	Expert	Techniques	
	Conflict Resolution	Expert	Knowledge of Educational	Expert
			Philosophies	
		Advanced Teaching Techniques	Expert	

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HOBBIES	Blogginh, Gymnastics, Glassblowing			
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LANGUAGES	Mandarin	Native speaker	Italian	Native speaker
	French	Highly proficient		

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COURSES				
Jan 2021 — Jan 2021	General Education Certificate, Miami Secondary School, FL.			