

First Last
Street • City, State Zip
Phone • email

EDUCATION

Bachelor of Arts in Creative Writing/Minor in Philosophy
Florida State University (2010)

CERTIFICATION

Professional Certification

- Praxis Core – Pass
- Elementary Education – Pass
- PLT – Pending
- Extra Coursework – 3 credits left

PROFESSIONAL EXPERIENCE

Substitute Teacher

ABC School – Miami Dade School District: Miami, Florida

- Become familiar with established curricula.
- Plan, design, and deliver standards-based instruction to diverse learners.
- Differentiate instruction to meet the needs of every student.
- Implement content-area reading based on school goals.
- Use formative and summative data to make instructional decisions.
- Establish and maintain a classroom environment in accordance with school behavior standards.
- Work and communicate effectively with parents and other stakeholders of a multicultural community.

Head Server

The Hyatt, Ft. Lauderdale, Florida.

- Deliver first-class service aligned to Hyatt standards, mission, and vision.
- Work collaboratively with a team to meet the diverse needs of each guest.
- Attend training for new practices implemented by Hyatt.
- Be an ambassador for the Hyatt brand.

CPA

CPA Consultants of America: Newark, New Jersey

- Manage financial information for over 100 different clients.
- Adhere to confidentiality standards.
- Use client income information and financial goal statements to meet the needs of a diverse client base.
- Develop financial solutions based on clients' goals.

Awards

NHS

Teacher of the Year

Another Award

Professional Development

Content area reading

Coaching tactics