## Teaching Assistant Resume Sample 1

**Deborah Leboeuf**

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### A. Summary

A dedicated professional with over 5 years’ experience in providing assistance and help to leading teachers. I am very committed to the development of children from all areas and social and economic backgrounds. My sole purpose is to see them thrive, as I love children. I am skilled when it comes to classroom management as well as implementing discipline. Apart from that, I am also a certified paraprofessional. Very well versed when it comes to performing secretarial and clerical tasks. I am looking for a position where I can display my skills and work with children and teenagers in giving them a better future.

### B. Working Experience

* **March 2012 – Present – Tesla Public School, Morgan Hill, California**

**Responsibilities**: Assisted the lead teacher in performing his everyday duties. Helped the teacher in enhancing the learning experience for all students and helping them achieve their educational goals. Perform an entire plethora of non-educational duties as well. Tutor the students myself, either in small groups or independently. Manage the students’ arrival as well as departure time. Monitor the individuals dropping off and picking up the students. Keep order and discipline among students and in all educational areas in the absence of the lead teacher. Prepare all the educational material as well as the classrooms displays every day.

**Achievements**: managed always to keep the classrooms neat and managed. Developed a special and close relationship with the students, which helped them feel a lot safer and at home in class. This, in turn, led to their grades going up and them performing better during exams.

### C. Education and Academic Training

* Graduated from the Willow Stone City College in Morgan Hill, California, in 2011 with an Associate of Science Education degree.

### D. Job Related Skills

* Experience when it comes to working mainly with elementary stage students
* Outstanding supervising skills during recess and lunch hour
* Vast knowledge of the best and most important teaching practices
* The ability to work both separately and as a part of a team, with one or more people
* Teaching
* Counseling
* Tutoring
* Experience when it comes to working with children with special needs
* Editing
* Proofreading

### E. General Skills

* Very strong listener
* Team player
* Strong ethics code

Have a profound love for children and understanding of their educational needs