**Sally Smith**  
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216-555-4156

**A. Summary**

Kind, caring, fifth-grade science teacher seeking position in new school district. Adept at implementing creative ways to teach children science basics. Create enthusiastic, supportive environment for children to explore new ideas, maximizing their learning potential and helping them gain self-esteem. Build positive atmosphere during tests aimed at reducing stress and encouraging success. Self-confident in classroom presentation. Strong practical background in developing lesson plans and selecting age-appropriate teaching materials. Regularly interact with parents and school officials during one-on-one and group meetings. Skills include: classroom management; organizational and time-management skills; verbal and written communication skills; motivational skills; problem-solving; and teaching.

**B. Working Experience**

* **September 2014-May 2016, Denver Elementary School, Denver, CO**

**Responsibilities:**

* Write daily lesson plans and prepared daily lessons in accordance with common core curriculum standards
* Provide a variety of additional activities geared at engaging students in learning about science
* Implement classroom management and disciplinary strategies aimed at handling challenging behaviors and maintaining positive classroom atmosphere

**Achievements:**

* Increased student test scores by 15% over two years
* Recognized as a two-time Teacher of the Year at annual Faculty Fundraiser
* **September 2009-May 2014, Denver Academy, Denver, CO**

**Responsibilities:**

* Wrote daily lesson plans for small and large class sizes
* Participated in development activities aimed at strengthening teaching and interpersonal skills
* Encouraged student participation and self-reflection during classroom presentations
* Provided safe atmosphere for students to express themselves, including students with ADD/ADHD

**Achievements:**

* Recognized as Teacher of the Year in 2009, 2010, and 2011
* Trained in providing Smithsonian Science education

**C. Education and Academic Training**

**Bachelor’s Degree in Childhood Education, New York University, 2008**  
Senior Thesis: Research on effective STEM curriculums

**D. Job-Related Skills:**

* Interpersonal Communication
* Classroom Management
* Organizational Skills
* Teaching
* Problem Solving

**E. General Skills:**

* Internet
* Microsoft Office
* Email