

IAN T. TEACHING

12313 E. Cape Rock Drive
Cape Girardeau, MO 63701

573-450-7894
ianteaching1s@semo.edu

OBJECTIVE To obtain a teaching position in elementary education (1-6)

EDUCATION Southeast Missouri State University May 2003
Bachelor of Science in Elementary Education GPA: 3.0

CERTIFICATION Missouri Initial Professional Certificate-June 2003

RELATED WORK EXPERIENCE *Student Teacher February-April 2003 Jackson, MO*
Jackson School District-Hancock Elementary

- Taught 23 fifth grade children for 14 weeks, 4 weeks independently
- Developed Individual Education Programs for each of the students to promote individual learning and growth
- Assisted in the facilitation of Parent Teacher conferences, set schedules, contracted parents, developed plan with Cooperating Teacher on materials and issues to be discussed
- Utilized behavior management knowledge, computer skills and curricular guidelines in teaching experience
- Initiated and implemented classroom management plan to include class time rules, utilized participative management to get students involved
- Utilized cooperative learning and flexible grouping to monitor student achievement and improve understanding of assignments and class projects
- Developed and implemented very creative, enthusiastic and motivational lesson plans, interactive bulletins, classroom charts and projects

OTHER EXPERIENCE *Server 2000-present Advance, MO*
Joe's Bar & Grille

- Facilitated outstanding customer service by extensive menu knowledge, excellent organizational skills and prompt & friendly service
- Maintained accurate cash and credit card drops daily, handled \$500 per shift
- Provided quick resolutions to problems to ensure guest satisfaction

Library Assistant 1998-2000 Jackson, MO
Backdoor Book Store

- Assisted head librarian with circulation, inventory, and book processing
- Provided guidance for customers in need of assistance, assisted in account service and follow-up
- Developed and created weekly flyers to advertise library workshops and various information

SKILLS Proficient in Microsoft Word, Excel, and PowerPoint
Conversational fluency in French and German

ACTIVITIES Vice-President Phi Kappa Phi Honor Society
Member, Student NEA (2001-2003)
Member, SEMO Coed Volleyball and Basketball teams

REFERENCES Available on Request