

PROFESSIONAL EXPERIENCE

**TEACHER ASSISTANT, Zachary Lane Elementary School, Plymouth, MN / 20XX – Present**

* Received award for Teaching Assistant of the Year from Zachary Lane elementary School in 2019, with commendation for patience and enthusiasm when managing large groups of students
* Independently supervised classes of 30-40 students during arrival and dismissal, mealtimes, on the playground, and on field trips
* Assisted students with online learning using tools including Zoom, Google Slides and Quizizz
* Provided educational materials, including daily lesson plans, and weekly homework packets that averaged a 95% completion rate

**CLASSROOM AIDE, Concord Elementary School, Edina, MN / 20XX – 20XX**

* Engaged one-on-one with students with behavioral problems in both classroom and extracurricular settings, resulting in an improvement of more than 10% in their grades
* Supervised weekly reading group that encouraged elementary students to read an average of 3 new books monthly
* Proctored biweekly quizzes and weekly tests, ensuring academic integrity and an appropriate testing environment
* Worked under teacher’s direction to maintain a clean, safe, and comfortable classroom

EDUCATION & CERTIFICATES

**EDINA HIGH SCHOOL,** GPA: 3.6/4.0**,** June 20XX

**FIRST AID AND CPR Certificate**

American Red Cross / 20XX

**SMART CERTIFIED EDUCATOR Certificate,** Smart Technologies / 20XX

CONTACT INFORMATION

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JOSEPH ANDREWS
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