Personal details

Name
Daniel Lewis

Address
657 Elm Street
Dallas, Texas, 75043

Phone number
555-123-4567

Email
example@cvmaker.com

Skills

Classroom Management	Expert
Multitasking	Expert
Compassion	Expert
Creative Problem Solving	Expert
Organization	Expert
Microsoft Office Suite	Experienced

Daniel Lewis

Compassionate and engaging teacher assistant with 5 years of elementary school experience seeking a part-time teaching assistant position. An exceptional communicator who maintains a positive attitude with each student and parent interaction. Strong multitasking, classroom management, and motivational skills, along with a desire to inspire students to achieve their educational and personal development goals.

Work Experience

Teaching Assistant
Aug 2016 - Present

West Dallas Elementary School, Dallas, Texas

Current teacher assistant for West Dallas Elementary School's 5th grade classes. Recently transitioned from in- class to virtual learning due to global pandemic. While in school, duties included:

- Assembled educational materials, homework packages (both print and digital files), lesson plans, and parent/guardian communications.
- Supervised 25 to 40 students during arrival, recess, mealtime, field trips, and school dismissal.
- Mentored and tutored students in groups and individually.
- Worked with a diverse group of students, ranging from kindergarten to 6th grade, ESL and special needs students.
- Managed reading groups which increased new book reading of students by 50%.
- Helped teacher with attendance and manage classroom behavior.

Student Teaching Internship
Jun 2015 - Jul 2016

Central Elementary School, Ft Worth, Texas

Responsible for educational lesson planning and online instruction for 3rd grade students in Ft Worth, Texas.

Responsibilities include:

- Preparing daily, weekly, and monthly progress reports.
- Scheduled parent/teacher meetings.
- Grading of homework and in- class assignments and projects.
- General education lesson planning for a diverse group of students.
- Creating a positive learning environment.
- Stimulated conversation and interaction with students.

Education and Licensing

PRAXIS II Certification
Jun 2015 - Present

Dallas, Texas

B.A. in Education - Early Childhood Learning
Sep 2011 - Jun 2015

University of Texas Dallas, Dallas, Texas

Achievements

2017 Teacher's Assistant of the Year - West Dallas Elementary School. Awarded Deans List of academic achievement each semester of college - University of Texas Dallas– 2011 through graduation in 2015. Top 10 percentile with PRAXIS II certification exams.

Reference

Dr. Linda Woods — University of Texas - Dallas

On Request

Jason Jones — West Dallas Elementary School

On Request

Brett Jones — Stevens Academy

On Request