

Amy R. Adams

401 Rosemont Avenue
Frederick, MD 21701

555-555-5555
careers@hood.edu

Objective

To obtain an elementary education teaching position with Frederick County Public Schools.

Profile

- Dedicated and enthusiastic educator with strong communication and interpersonal skills
- Ability to adjust to changing situations to better meet the instructional need of the students
- Strong organizational skills, proven ability to realize short and long term goals, work well in a team environment

Education

B.A., Early Childhood Education
Hood College, Frederick, MD

May 2011

Teaching Experience

Student Teacher, First Grade

January 2010-present

Spring Ridge Elementary, Frederick, MD

- Assist teacher with implementing lesson plans in language arts, mathematics, science, social studies, and reading; organize lesson materials
- Gaining knowledge of classroom organization and supervision

Student Teacher, Preschool

September 2009-December 2009

The Onica Prall Child Development Laboratory School, Frederick, MD

- Organized and implemented lessons for all subject areas
- Developed and utilized classroom management techniques
- Observed teachers and students' responses to lessons; wrote reflections for further improvements
- Followed progression of one student, created a portfolio of strengths and weaknesses and methods to help the student develop

Student Teacher, Kindergarten

September 2008-December 2008

Christa McAuliffe Elementary School, Germantown, MD

- Observed lesson planning and implementation; implemented classroom objectives
- Assisted teacher with curriculum and small group reading program

Additional Experience

Shift Leader, Birthday Lead

October 2008-present

The Little Gym, Germantown, MD

- Implement lesson plans and utilize classroom management techniques
- Attended training clinics and team building events to improve teaching techniques
- Communicate with parents regarding progress and behavioral problems
- Entertain children during birthday events through planning and assessing interests
- Train new staff on event planning, computer programs, and how to run classes
- Lead projects to improve customer satisfaction

Server

June 2008-present

Red Robin, Germantown, MD

- Focus on customer service and building positive work relationships

Lead Employee

March 2006-October 2008

Potbelly Sandwich Works, Gaithersburg, MD

- Supervised up to 10 employees; managed closing, daily paperwork, and accounts

Skills

- Proficient at Microsoft Word, PowerPoint, Excel, and Internet Research