

# Edward Education

Address, City, Province, Postal code

Phone number

Email address

Portfolio, blog, website, LinkedIn (optional)

## SUMMARY OF QUALIFICATIONS *(optional)*

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- Bachelor of Education, Intermediate and Senior Division, Physical Education and Geography
- Certification to teach in Ontario
- Over four years of high school basketball and volleyball coaching experience
- Demonstrated exceptional communication and interpersonal skills as a camp counsellor
- Valid First Aid and CPR certification
- Proficient in Microsoft Word, Excel, PowerPoint and SMART Board
- Fluent in English and French, basic skills in Spanish

## EDUCATION *(should be the first section after Summary of Qualifications)*

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**Bachelor of Education, Intermediate and Senior Division** year  
**Specialization in Physical Education and Geography**  
University of Ottawa, ON

- Graduated *cum laude* with a CGPA of 8.9/10

**Bachelor of Arts, Honours in Geography** year  
University of Ottawa, ON

## PROFESSIONAL DEVELOPMENT

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**Child Assault Prevention Project (CAP)** year  
University of Ottawa, ON

- Completed five days of training on a school-based violence prevention education program for elementary school children

**CPR Level C and Standard First Aid** year  
Organization, City, Province

## TEACHING EXPERIENCE

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**Geography and Physical Education Teacher — practicums**

School, City, Province month – month year  
School, City, Province month – month year

- Taught geography grades 10-12 and physical education grades 9-11
- Improved interactivity with students by assisting the teacher in developing and implementing lesson plans using SMART Board
- Developed excellent leadership skills by coaching the boys' senior basketball team
- Created and organized Geography Week activities to raise student awareness of climate change

**Research Assistant**

year – year

Organization, City, Province

- Completed a research project on the integration of Attention-Deficit Hyperactivity Disorder (ADHD) children in everyday classrooms, analyzing results from various academic studies
- Wrote a reference document that is used by the teachers in the Ottawa-Carleton District School Board: *Children with ADHD* (year)

**Camp Counsellor**

summer year – year

Organization, City, Province

- Planned and organized activities for children aged 7 to 12 such as a two-day canoe trip, treasure hunts and soccer tournaments
- Demonstrated excellent time management skills by organizing the weekly staff schedule
- Ensured children’s safety by organizing and leading a workshop on health and safety in the wilderness

**VOLUNTEER WORK**

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**Tutor**

year – year

Organization, City, Province

- Devised different interactive ways to help recently immigrated students learn English
- Monitored students’ progress by creating monthly evaluations and ensuring open communication with parents
- Designed grammar worksheets that helped students improve their grades

**Bilingual Preschool Instructor**

year – year

Organization, City, Province

- Introduced and taught French to children between the ages of 3 and 5, by organizing activities such as storytelling, singing songs and doing crafts
- Coordinated a graduation ceremony for 20 preschoolers attending the centre

**AWARDS AND ACHIEVEMENTS**

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**Admission Scholarship**, University of Ottawa, ON

year – year

**National Public Speaking Award**, University of Ottawa, ON

year

**Basketball MVP**, Organization, City, Province

year – year

**INTERESTS**

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- Travelled to Latin America, Europe, Australia and New Zealand
- Strong interest in basketball, volleyball, hiking and track and field
- Passed Grade 8 RCM piano examination