

## Personal

### Name

Kathy Smith

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# Kathy Smith

TESOL-certified bilingual and passionate Texas-based ESL teacher seeking the best opportunity to help Spanish speaking students utilize the English language correctly. Five years of TESOL education, with a strong background in classroom management, conflict resolution, multitasking, and teaching students multiple learning methods. A solid understanding of Spanish and Latin American culture, who creates an engaging and interactive learning environment. Dedicated to helping all students combat any language barrier through creative and compassionate learning.

## Work experience

### ESL Teacher

Jul 2017 - Present

*East Columbia High School, Dallas, Texas*

- Taught ESL to 150 Spanish speaking students of multiple cultural backgrounds in an engaging classroom environment.
- Developed classroom management, lesson planning, and examination procedures.
- Worked with a diverse group of students ranging from 9th to 12th grade.
- Designed audio-visual resources to help students develop English language skills.
- Created a one-year lesson curriculum that resulted in a 100% pass ratio.
- Prepared extra-curricular activities that permitted students to embrace American culture.
- Mentored ESL teaching assistant and helped develop his skills.

### ESL Student Teaching

Aug 2016 - Jun 2017

*Ft. Worth High School, Ft. Worth, Texas*

Participated in Teachers of English to Speakers of Other Languages internship. Responsible for lesson planning and online instructional courses 9th-grade students in Ft Worth, Texas. Responsibilities include:

- Supervising and interacting with 9th grade students.
- Collaborated with ESL educators to create educational exercises, lesson planning, and develop Spanish to English conversion charts.
- Responsible for homework and test grading. Provided feedback and instruction to individual students.
- Engaged with students, parents, and other team members.
- Helped organize activities - both onsite and abroad.
- Monitored students and inspired them to stay focused on tasks. Worked with students to develop interpersonal skills.
- Taught teamwork and conflict resolution.

### Warehouse Supervisor

May 2015 - Nov 2016

*Dulce's Chocolate Factory, Mexico City, Mexico*

Worked at Dulce's Chocolate Factory in Mexico City during my student learning experience in Mexico. Started as a factory worker, then was promoted to an order fulfillment supervisor. Daily tasks included.

- Creating work schedules for employees.
- Communicating and directing a team of 120 Spanish speaking employees.
- Developing employee performance reviews, 30 – 60 – 90 day and annual.
- Maintained stringent safety procedures and achieved an accident-free workplace for 145 consecutive days.
- Wrote employee training manuals and instructional procedures for order fulfillment packaging.

## Achievements

Member of TESOL International. Awarded Deans List of academic achievement all four-years at University of Texas - Austin. Top 10 percentile with 2016 PRAXIS II certification exams. State of Texas Licensed Teacher - May 2017. Volunteered to support Hurricane victims in Cuba 2019.

## Education and Qualifications

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<b>PRAXIS II Certification</b> <i>University of Texas - Austin, Austin, Texas</i>	Sep 2015 - May 2016
<b>TESOL Certification</b> <i>University of Texas - Austin, Austin, Texas</i>	Sep 2016 - May 2017
<b>B.A. in ESL Education</b> <i>University of Texas - Austin, Austin, Texas</i>	Aug 2013 - May 2016
<b>International Study Abroad Program</b> <i>National Autonomous University of Mexico, Mexico City, Mexico</i>	May 2015 - Nov 2015








## References

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<b>Susan Knight</b> <i>On Request</i>	University of Texas - Austin
<b>Thomas Jones</b> <i>On Request</i>	East Columbia High School
<b>David Campbell</b> <i>On Request</i>	West Dallas State Bank of Texas

## Skills

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<b>Command of English and Spanish Languages</b>	
<b>Classroom Management</b>	
<b>Cultural Empathy</b>	
<b>Conflict Resolution</b>	
<b>Written &amp; Oral Communications</b>	
<b>Multitasking</b>	
<b>Organization</b>	
<b>Microsoft Office Suite</b>	