



CONTACT



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9313 Brents Elm Dr.
Austin, Texas 78744

SKILLS

- Computer literate – Microsoft Office & quickly adaptable to other software
- Public Speaking
- Instructing and Monitoring
- Time Management
- Organization
- Bilingual- English & Spanish

AWARDS

Texas Education Agency,
Master Teacher designation
May 2023

WORK EXPERIENCE

Austin, Texas

JM Network Communications

Administrative Manager | June 2023-Present

- Completed close out documentation for various projects with Google Fiber.
- Recorded and maintained employee and client information.
- Created and tracked weekly invoices for contractors.

Austin, Texas

KIPP Texas Public Schools- Paseo Primary

3rd grade math and science teacher | July 2022 - May 2023

- Prepared materials for various lessons, assignments and assessments.
- Tracked student data daily, weekly, and monthly to monitor student progress in order to prepare them for the state exam.
- Analyzed student assessments to create individualized intervention plans.
- Collaborated with other teachers to discuss student progress and create plans for students who struggled academically or behaviorally.

Austin, Texas

KIPP Texas Public Schools- Beacon Prep

5th grade science teacher/ grade level chair | May 2018- May 2022

7th grade math teacher | October 2017- May 2018

- Prepared materials for various lessons, assignments and assessments.
- Tracked student data daily, weekly, and monthly to monitor student progress in order to prepare them for the state exam.
- Analyzed student assessments to create individualized intervention plans.
- Collaborated with other teachers to discuss student progress and create plans for students who struggled academically or behaviorally.

Brownsville, Texas

IDEA Public Schools

Substitute teacher | August 2017 - October 2017

- In the absence of the classroom teacher, provided instruction for the students based on the instructions left by the teacher.
- Encouraged student progress and managed the learning environment.

EDUCATION

The University of Texas at Rio Grande Valley

December 2016

Bachelor of Science in Biology & Teaching
Certification Science 4-8

Texas Southmost College

July 2014

Associate of Science