



MARK JAY CABALO, LPT

Math Teacher

My Contact

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☎ 0948-192-8862

📍 Hilongos Leyte

Hard Skill

- Create a lesson plan
- Implement student engagement activities
- Make a Table of Specification with examination questions
- Compute the students grade

Soft Skill

- Observation
- Decision making
- Communication
- Multi-tasking

Education Background

- *Bachelor of Secondary Education in Mathematics*
Visayas State University
Completed in 2022
- *Science, Technology, Engineering, and Mathematics (STEM Strand)*
Hilongos National Vocational School
Completed in 2018
- *Major in Electronics Junior High School*
Hilongos National Vocational School
Completed in 2016

References

- Ma. Rechel Kim L. Aure
Academic Adviser
0920-731-3902
- Roxie cC. Rocamora
Owner, Amora Homebased Tutorial Services
0917-149-6068

About Me

Efficient educator who is capable of teaching students with mastery and competence. I acquired extensive knowledge, skills, a proper attitude and good moral values during my experiences that are essential for teaching learners. I am seeking and maintaining part-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

Professional Experience

Human Recruitment officer

Amora Homebased Tutorial Services, Cebu City

May 2023 – September 2023

Key responsibilities:

- Maintaining Records. Keeping detailed records of candidate interaction, interviews, and hiring decisions in compliance with relevant laws and regulations.
- Interviewing. Conducting interviews, either in person or over the phone, to assess the candidate's skills, qualifications, and fit for the organization.
- Monitoring and supporting. Keeping the tutor or teacher in their daily productive sessions with their tutees.
- Prepare reports every month and communicate the insights from these reports to the broader business.

Part-time Tutor/ Teacher

Amora Homebased Tutorial Services, Cebu City

November 2022–March 2023

Key responsibilities:

- Follow up on the assignments and tasks of the students.
- Demonstrated respect, friendliness, and willingness to help wherever needed.
- Strengthened communication skills through regular interaction. with tutees or students .
- Cultivate interpersonal skills by building positive relationships with tutees.

Student Teaching Internship

VSU-Integrated High School

March 2022 – May 2022

Key responsibilities:

- Developed lesson plans that incorporated mandated topics and included immersive activities for student engagement.
- Design lessons on for students using various teaching methods and modern classroom technologies.
- Distributed test, paper, and homework assignment to students.
- Assisted in administering tests and other assessments to evaluate students progress.
- Monitores students progress to provide feedback on assignments and guidance on areas requiring improvement.
- Cultivated positive relationships with administration, teaching staff, and students.

Achievements

2022	Teaching Internship Proficiency Award Nominee Visayas State University–Main Campus
2019–2021	Public Information Officer in the Math Major Society
2019–2020	Auditor and Big Brod in the Mulberry Mens' Hall Dorm.
2015	Best in Electronics