

# ALEXANDRA RODRIGUEZ

## CONTACT

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### SUMMARY

I am a hardworking and eager-to-learn person. I enjoy working with others and always do my best in any task. I'm looking for a chance to grow and use my skills.

### TECHNICAL SKILLS

- Teamwork
- Time Management
- Effective Communication
- Presentation Skills
- Empathy and understanding
- Interactive teaching
- Digital learning tools
- Literacy skills
- Microsoft Office proficiency

### PROFESSIONAL EXPERIENCE

#### Caridad National High School | Pre - Service Teacher 2024

- Recorded and computed student grades, maintaining accurate and up-to-date academic records.
- Prepared daily lesson plans and instructional materials aligned with the curriculum.
- Facilitated classroom management, ensuring a conducive and respectful learning environment.
- Assisted in the preparation and checking of quizzes, assignments, and other student assessments.
- Observed and practiced professional teaching standards under the supervision of a cooperating teacher.
- Gained hands-on experience in the overall responsibilities of a public high school teacher

### EDUCATION

#### Bachelor of Secondary Education 2021 - 2025

Visayas State University | Baybay City, Leyte

- Major in Social Studies
- College Honor/Scholar

#### Humanities in Social Sciences 2019 - 2021

Baybay City Senior High School | Baybay City, Leyte

- With Honors

#### Special Program in the Arts 2016 - 2019

Baybay National High School | Baybay City, Leyte

- Specialization - Visual Arts
- With Honors

#### Carlos P. Garcia Elementary School 2011 - 2016

Baybay City, Leyte

### ADDITIONAL INFORMATION

- Languages:** English, Filipino, Cebuano
- Reference:** Mildred Siarez | mildred.siaz@vsu.edu.ph