
Kimberly C. Lina

Santa Margarita Hilongos,Leyte

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Certification

- Certification of Eligibility PD907(Honor Graduate Eligibility)
- Licensed Professional Teacher

Education

- Leyte Normal University-Tacloban, City
Master of Arts in Education-Major in Social Studies(ongoing)
- Visayas State University-Visca, Baybay City Main Campus (2018-2022)
Graduated Bachelor of Secondary Education Major in Social Studies-*Cum Laude*
- Sta. Margarita National High School-Senior High School (2016-2018)
Graduated-General Academic Strand (GAS) - *Top 1/Valedictorian*
- Sta.Margarita National High School-Junior High School (2012-2016)
Graduated, *With High Honor GPA-Top 1*
- Sta.Margarita Elementary School (2006-2012)
Graduated, *Salutatorian/Second Honors*

Work Experiences

Highschool Teacher at LIDE Learning Center Incorporated-Isabel, Leyte

- Develop young generations with critical minds, caring hearts, and serving hands.
- Provided and maintained a friendly, engaging, and nurturing classroom environment for students.
- Assumes responsibility for the leadership and management of the classes assigned.
- Strives to achieve the goals of Catholic Education.
- Provides for the safety welfare and core of the students
- Develop and implement an instructional program according to the needs of the students and the established curriculum.
- Establishes positive school-community relationships
- Performs any other job-related tasks deemed necessary and/or assigned by the Assistant Principal/Principal.
- Prepared comprehensive lesson plans and learning activity plans based on the current curriculum of the Department of Education
- Attended training to expand knowledge in handling classes and generated well-crafted plans incorporating up-to-date software and websites
- Administered various types of assessments, performance assessments, formal and informal assessments, to monitor student progress and development.

- Collaborate with teachers so that they provide instructional support that leads to academic gains for students.
- Communicate with parents, students and other teachers on a regular basis to update schedules, score assessments, and provide feedback on students' performance.
- Monitor completion of assignments, missing summative assessments and performance tasks in all subject area.
- Keep student records and data up-to-date, students and parent's information, student's attendance, and keeping all student and parent contacts.
- Submitted on time all the important documents like; lesson plans, budget plan, performance task budget plan and advisory's tasks such as grades, school register and cards promptly

SK Chairperson-Office of Sangguniang Kabataan & Office of Punong Barangay

August 2018-present

- Initiated projects and programs for enhancing the social, political, economic,cultural, intellectual, moral, spiritual, and physical development of the youth members.
- Organized and accomplished projects and programs in the community.
- Volunteered in activities of non-government organizations.
- Conducted and attended meetings with SK members, SK Federation, Barangay Council and community members
- Planned and allocated budget for projects and programs.
- Facilitated activities in the community for development and improvement.
- Created documents to be submitted to the higher offices.
- Submitted reports to the barangay and higher offices.
- Consulted and coordinated with all youth organizations in the barangay for policy formulation and program implementation.
- Empowered the groups of youth to participate and cooperate to the activities for the accomplishment of targets and objectives.

Work Exposure

Visayas State University Integrated High School (Participant Observation)

January-April 2021

- Observed the regular classes of our cooperating teacher.
- Attended consultation meeting with cooperating teacher.
- Prepared lesson plans and classroom activities.
- Drafted quizzes and assessments assisted by cooperating teacher.
- Created learning materials/instructional materials.

Visayas State University Integrated High School (Teaching Internship/Practice Teaching)

January-February 2022

- Conducted online classes observed by cooperating teacher.
- Tracked and evaluated students' level of understanding or academic progress.

- Prepared lesson plans, quizzes, and activities for students.
- Attended homeroom meetings virtually.
- Administering quizzes/assessments for the students.
- Managed student behavior and created a virtual classroom conducive to learning.

Baybay National High School

March 2022

- Participated in the evaluation and documentation of student progress and attendance.
- Prepared lesson plans and assessments for the students.
- Produced instructional materials/learning materials for the lesson/classroom instruction.
- Created and distributed educational content.
- Recorded and tracked students' performance and scores.
- Delivered lessons in the classrooms.

Caridad National High School

April-June 2022

- Presented lessons in a comprehensive manner and use visual/audio means to facilitate learning.
- Created and distributed educational content (notes, summaries, assignments, etc.)
- Assessed and recorded students' progress and provide grades and feedback.
- Restructured and decorated classroom environment.
- Created and filled in school forms and documents.
- Collaborated with other teachers, parents, and stakeholders and participated in regular meetings.
- Planned lessons, activities, and student assessments.
- Submitted school forms and portfolios to the cooperating teachers.
- Assisted cooperating teacher in every duty and responsibility.

Skills and Qualifications:

- Leadership and Management
- Teaching and Curriculum Development
- Teamwork and problem-solving/critical thinking skills
- Documentation and Administrative
- Computer Skills
- Microsoft Office Proficiency
- Verbal Communication and Client/People Support
- Written Communication and Data Entry Skills
- Organization Skills
- Time Management

- Flexibility and Adaptability

Certificates and Trainings:

- Certificate of Honor for High Scholastic Achievement -Consistent College Honor.
- Certificate of Participation Leadership Training SSG Officers.
- Certificate of Training -Teaching English as Second Language.
- Certificate of Training-Primer with Extensive and Intensive Basic and Core Skills Training for Aspiring Call Center Agents.
- Certificate of Completion -Teaching Internship.
- Certificate of Participation-Assessment Strategies in Flexible Learning.
- Certificate of Participation-Teaching in the New Normal Field Study 1 and Field Study 2 .
- Certificate of Participation-Instructional Resources in Remote Learning.
- Certificate of Participation-PAFTE Annual Student Teacher Convention.
- Certificate of Participation-Analyzing Data, and Writing the Results and Discussion, Conclusion and Recommendation.
- Certificate of Appreciation- Empowering Leaders for Social Change: Cultivating Vision, Influence and Ethical Leadership
- Certificate of Participation-Annual Educator's Congress (AECON 2024) MATATAG Curriculum
- Certificate of Participation-Differentiated Learning Strategies
- Certificate of Participation-Creation of Instructional Playbook
- Certificate of Participation-The Art of Questioning and Values Integration
- Certificate of Participation-Performance Task and Rubrics Making
- Certificate of Participation-The Google Classroom and Exploring the Online World
- Certificate of Participation- Fostering Academic Advancement Through Highly Ethical Researches and in Advance Education
- Computer Skills Development Training
- Upskilling and Reskilling Teaching and Supervision Skills Training
- Educational Innovation and Pedagogies for Teachers of Social Studies Major
- National Training on Educational Technology
- National Training on Module and Book Writing for 21st Century Educators
- National Training on Effective Communication Skills and Project Planning and Delegating Among Leaders
- National Training on Building Collaborative and Inclusive Working Relationship
- National Seminar Workshop on Leadership: The Total Leader: Essential Skills for Successful School Management
- International Training on Philanthropic Leadership in Action: Social Responsibilities in Times of Crisis
- International Training on Change Management Leadership: Toolbox in Times of Crisis

REFERENCES

JAY C.BANSALE

Visayas State University

VSU- Instructor College of Education

Email:jaybansale@vsu.edu.ph

SABRINA M. DELIMA

Academic Coordinator

LIDE Learning Center Incorporated

Contact Number: 09777133557

HONORIO C.SORITA

Barangay Chairman

Santa Margarita Hilongos, Leyte

Contact Number: 09958305491

I hereby certify that all the above information is true and correct to the best of my knowledge and belief.


KIMBERLY C.LINA

Applicant