

MARY YOLLE S. CORCILLES

PART-TIME INSTRUCTOR

CONTACT

+63 929 364 0779



corcillesmaryyolle@gmail.com



Sagrada Familia Homes, Brgy.
Padre Inocentes Garcia, Naval,
Biliran Province, 6560



EDUCATION

December 2022-Present

Master of Management
Major in Environmental Planning,
Philippine Christian University
Manila, Philippines

June 2016-July 2020

Bachelor of Science in
Environmental Science,
Eastern Visayas State University
Tacloban City, Leyte, Philippines

- ◆ Academic Achiever Awardee
- ◆ Best in Thesis
- ◆ DOST Scholar
- ◆ Consistent Dean's Lister
- ◆ (2016-2020)
- ◆ Organization President

June 2014-May 2016

Bachelor of Science in Industrial
Education,
Biliran Province State
University(formerly known as Naval
State University)
Naval, Biliran Province, Philippines

- ◆ Rank 1 (Dean's Lister, April 2015)
- ◆ CHED Scholar
- ◆ Prime Minister of NSU Debate Society

PROFILE

An organized and hardworking professional with proven teaching, guidance, and technical skills. Possess a strong track record in teaching effectively. Ability to be a team player and resolve problems and conflicts professionally. Skilled at communicating complex information in a simple and entertaining manner. Looking to contribute my knowledge and skills in a school that offers a genuine opportunity for career progression

CERTIFICATIONS

Career Service Professional Examination Passer
Tacloban City, Leyte, Philippines / August 2018

WORK EXPERIENCE

July 2022-December 2022

Office Support Staff

Department of Environment and Natural Resources, Dolores, Eastern Samar

- Produced high-quality communications for internal and external use
- Provided clerical support, addressing routine and special requirements
- Constructed letters, memorandum, and resolutions
- Streamlined document processing to improve traceability
- Performed wide-ranging administrative, financial, and service-related functions

August 2021-May 2022

Science Teacher/Coordinator

Goodwill Academy Inc., Novaliches, Quezon City

- Responsible for ensuring that all students fully comprehended the taught curriculum and provided support to students who required extra guidance
- Worked closely with the other teachers to ensure all avenues of the curriculum are met and delivered lessons the students
- Adopted distinctive teaching methodologies, documented all lessons, organized healthy group discussions, and mentored troubled students
- Met parents and school governors; maintain discipline in the online classroom
- Provided informative presentations to students regarding different areas of studies and ensure that all students fully comprehend all aspects
- Kept classroom environment consistent and focused on learning by establishing and enforcing clear objectives
- Encouraged student interest in Science, Technology, Engineering, and

KEY SKILLS

Communication skills



Teaching assistance expert



Modern classroom technology



Excellent with children



Time Management skills



Interpersonal skills



Mathematics (STEM)

- Demonstrated willingness to accept feedback and make corrections based on advice from peers, parents, and principal
- Assessed student comprehension through regular quizzes, tests, assignments, paper discussion, and experimental reports.

March 2022-April 2022

Research Project Enumerator

University of the Philippines, Tacloban City, Leyte

- Identified issues, analyzed information, and provided solutions to problems
- Used critical thinking to break down problems, evaluate solutions, and make decisions
- Completed paperwork, recognized discrepancies, and promptly addressed resolutions
- Proved successful working within tight deadlines and fast-paced atmosphere
- Conducted research, gathered information from multiple sources and presented results
- Worked to maintain outstanding attendance record, and consistently arriving to work ready to start immediately
- Exceeded goals through effective task prioritization and great work ethic
- Collaborated with team members to achieve target results