

DAYOLA, ELMA MAESTRE

Licensed Professional Teacher

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📍 Maasin City, Southern Leyte, Philippines, 6600



CAREER OBJECTIVES

A positive and driven teacher with 6 years of teaching experience in high school learners across a broad range of subject areas, handling diverse students and providing real-life lessons. Patient and friendly with students and dedicated to providing an engaging and valuable experience to learners in the classroom.

BASIC INFORMATION

Present Address : Barangay Dongon, Maasin City, Southern Leyte, Philippines, 6600
Age : 28
Date of Birth : September 24, 1996
Civil Status : Single
Gender : Female
Height (cm) : 144.78
Weight (kg) : 51 kg
Nationality : Filipino
Religion : Christianity - Catholic

WORK HISTORY FROM THE PRESENT DATE DOWN TO THE DATE OF GRADUATION

Name of Employer : Philippine Statistics Office

Full Address : Maasin City, Southern Leyte, Philippines

Job Title : Statistical Researcher (JOB ORDER)

Period of Employment : From 25 JUNE 2024 to 10 JULY 10 2024

Job Description

- Planning and organizing surveys and other statistical collections for CPS and PPS at 10 barangays in Southern Leyte
- Evaluating, processing, analyzing, and interpreting statistical data and preparing them for publication;
- Advising on or applying various data collection methods and statistical methods and techniques

Name of Employer : Malapoc Sur National High School, Maasin City Division

Full Address : Malapoc Sur, Maasin City, Southern Leyte, Philippines

Job Title : Substitute English Teacher

Period of Employment : From 07 November 2023 to 17 January 2024

Job Description

- Handled English subject for Grade 7 and Grade 10, ESP subject for Grade 8 and Araling Panlipunan 8 subjects.
- Prepares weekly lesson plans, develop and engaging for students in the absence of the regular teacher
- Works closely with colleagues to collaborate on the different approaches to improve student learning

Name of Employer : The College of Maasin, Inc.

Full Address : Tunga-Tunga, Maasin City, Southern Leyte, 6600, Philippines

Job Title : Senior High School Faculty

Period of Employment : From 16 June 2018 to 01 July 2023

Job Description

- Maintained positive classroom environment by reinforcing rules and behavior and relationship building
- Undertakes activities towards personal and professional growth
- Involved parents in student education by cultivating strong relationship

List of Accomplishment and Contributions (if any)

- 2018 – 2023 Senior High School Adviser
- Certified Microsoft Innovative Educator program
- Senior High School Days Adviser 2018 - 2023
- Intramurals Week Adviser 2018 - 2022
- Sports Club Adviser 2018 - 2023
- Table Tennis Coach for Secondary Boys during the City Meet 2020
- EVRAA Coach for Table Tennis 2020
- SOLPRISAA Coach for Women's Volleyball Team 2023

ELIGIBILITY/LICENSES / CERTIFICATIONS

PHILIPPINE REGULATION COMMISSION

LICENSE PROFESSIONAL TEACHER

- License No. : 1600666
- Date of Issue : 27 December 2017

TEACHER RECORD ASSOCIATION

TEFL COURSE (120 HOURS)

- License No. : TR2416201367
- Date of Issue : Aug 16, 2023

EDUCATION

COLLEGE

Diploma : Bachelor of Science in Secondary Education Major in English
University : Sain Joseph College – Maasin City
Full Address : Tunga-Tunga, Maasin City, Southern Leyte, 6600
Period Attended : March 2013
Date of Graduation : July 2017

SECONDARY

School : Dongon National High School
Full Address : Barangay Dongon, Maasin City, Southern Leyte, 6600
Period Attended : March 2009 – March 2013

ELEMENTARY

School : Dongon Elementary School
Full Address : Barangay Dongon, Maasin City, Southern Leyte, 6600
Period Attended : March 2003 – March 2008

TRAININGS/SEMINARS

Aug 16, 2021 - Aug 18, 2021

2021 INSET for Senior High School Teachers (Online)
Private Education Assistance Committee

Feb 28, 2021 - Mar 02, 2021

2021 In-service Training for Senior high Teacher (Additional Runs Online)

Private Education Assistance Committee

Apr 28, 2020 - Jun 30, 2020

Becoming a Better Teacher Every day

Southeast Asian Minister of Education Org.

Jun 08, 2020 - Jun 08, 2020

Planning, Designing, Delivering Course Material for Flexible Learning

Philippine Association for Teachers and Educators (PAFTE) INC.

SKILLS

Adaptability and handling pressure | Communications skills | Collaboration & teamwork | Classroom Management | Lesson Planning | Inclusive Environment | ICT Literacy | Language Teaching | Managing Intervention Programs

PROFESSIONAL REFERENCES

Name : **Gilda Ariena Lopez, LPT, MPA**
Title : Senior High School Acting Principal
Name of Organization : The College of Maasin, Inc.
Email Address : gildalopez1968@gmail.com

Name : **Gemar Barola Mori, MPA**
Title : NSTP Coordinator
Name of Organization : The College of Maasin, Inc.
Email Address : sirmorsofficial@gmail.com

Name : **Dennis R. Lacerna**
Title : Head Teacher II
Name of Organization : Malapoc Sur National High School
Email Address : dennis.lacerna@deped.gov.ph