 **Ben**

[**Ben.364574@2freemail.com**](mailto:Ben.364574@2freemail.com)

**Position applied for: Mathematics Teacher**/**Lecturer**

**Educational Background**

**Master of Arts in Education Major in Mathematics Education (MAED)**

University of the Philippines, Diliman (2001 – 2011)

**Thesis**: Effects of Differentiated Modelling on Student’s Difficulty

Tolerance and Analytical Ability in Mathematics.

**Bachelor of Science in Mathematics** *(Cum Laude)*

Sultan Kudarat Polytechnic State College (1993 – 1997)

(Presently Sultan Kudarat State University)

**Licensure Examination for Teachers (Philippines)**

1999 – Board Passer

**Teaching Experience (17 years)**

**Jeel Yanbu International School,** KingdomofSaudi Arabia

July 2014 – Present. **Principal** and **Mathematics Teacher** (Boys’ Section)

Responsibilities:

* Supervises & monitors the planning and implementation of school programs & activities daily;
* Supervises and monitors the flow and progress of curriculum per level;
* Supervises and monitors teachers’ individual teaching performance task, record documentation & classroom management;
* Communicate to parents daily regarding the school programs and activities;
* Prepares the teaching load, schedules, and assignments of teachers;
* Closely monitors the execution of teachers’ subject assignment;
* Prepares all academic forms and school documents;
* Leads the faculty and staff in bi-monthly curricular meeting;
* Ensure the safety, good learning environment, & welfare of students;
* Encourage parents to get involve in school & in their children’s education;
* Teaches High School mathematics (Algebra, Geometry & Statistics)
* Directly reports to the school Director/Owner daily.

**International Christian Academy, Manila, Philippines**

2013 – 20014. Head, Mathematics and Science Department.

2002 – 2006. Head, Mathematics Department.

2000 – 2014. Mathematics Teacher.

**Responsibilities as Department Head:**

* Plans, designs, and implements the department curriculum, programs, and activities;
* Supervises and monitors the flow and progress of curriculum per level;
* Mentor teachers in preparing appropriate instructional materials, teaching strategies, documentation of student’s progress & computation of their grades;
* Closely monitors the execution of teacher’s responsibilities & assignment;
* Assist the level coordinator/principal in assigning loads to the teachers
* Leads the department in curricular bi-monthly meeting;
* Conduct regular classroom observation or as needed.

**Responsibilities as Mathematics Teacher:**

* Teaches Pre-Calculus, Trigonometry, Geometry, Elementary Algebra, Intermediate Algebra, Advanced Algebra, Pre-Algebra, and Statistics;
* Prepares and implements course outline/syllabus, visual aids and other instructional materials;
* Takes charge of subject academic plan & activities;
* Acts as parent-counselor to students whenever necessary;
* Responsible in preparing & keeping the student’s academic records;
* Communicate to parents the daily progress of children;
* Facilitates and conducts remedial classes;
* Prepares students’ grade and general performance quarterly;
* Monitors and coordinates students’ performance to parents;
* Performs other academic related tasks as may be required by the school.

**Awards Received**

* Perfect Attendance Award
* Punctuality Award
* Faculty Achievers Citation
* Department Head Commendation

**Other Involvements:**

**Chess Coach**

2001 – 2006

* Enhance student’s personal knowledge, skills, and discipline of the game;
* Facilitate training workshops and daily practices for skill development;
* Conduct one on one tutorial for beginners and semi-advanced players.

**Commencement Speaker** (Alma Mater)

Virginia Fajardo Grino National High School

March 26, 2013

**Skills:** Proficient in Computer (Microsoft word, excel, & power point)

**Seminars Attended**

**Effective Supervision of Teaching Mathematics to Standards (K-12)**

Tagaytay City, Philippines

November 28- 29, 2013

**Manila World Class Education Conference**

**Preparing Students with 21st Century Skills and Knowledge**

SMX Convention Center, Pasay City, Philippines

February 4, 2012

**Teaching to Change Lives**

International Christian Academy, Philippines

March 17, 2011

**Teaching Mathematics Using Calculator in the Modern Classroom**

Manila Hotel, Philippines

June 7, 2010