

SAJA OTEAR

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CAREER OBJECTIVE

Dedicated worker with excellent communication, time management and computer skills. Aiming to leverage my abilities to successfully fill the vacancy at your School . Frequently praised as hardworking by my peers, I can be relied upon to help your School achieve its goals.

EXPERIENCE

American school of creative science

Cover and Support Teacher, Aug 2021 – Oct 2022

- Assigned work, correcting and marking projects and tests completed by students.
- Collaborated with peers to enhance work environment and support instructional planning.
- Practiced positive, consistent discipline in classroom management.
- Adapted instructional strategies to meet student needs.
- Guided and advised students on educational and social matters pertaining to further education and future careers.
- Served as mentor and role model for learners by demonstrating appropriate behavior.
- Planned lessons with logically sequenced objectives, based on curriculum.
- Participated in training courses and professional development opportunities to improve teaching skills.
- Identified and suggested creative sources to help students grasp complex subjects or concepts.

Successful kids Academy

TEACHER ., Mar 2018 - May 2019

- Adapted curriculum, addressing needs of scholars with varying abilities and cultural backgrounds.
- Managed student behavioral issues to optimize classroom learning environment.
- Motivated and engaged students, developing skills and knowledge for academic foundation.
- Implemented school's curriculum consistent with unique learning needs of students.
- Integrated technology into classroom and lesson plans, supporting students through accessibility tools.
- Differentiated instruction using hands-on, active learning techniques.

Organization Humanity & Inclusion *VOLUNTEER YOUTH*

WORKER, Aug 2018 - Feb 2019

- Developed and implemented behavioral management and care plans for clients.
- Kept records and prepared reports for owner and management concerning visits with clients.
- Provided information and referred individuals to public and private agencies and community services for assistance.
- Assessed clients' cognitive abilities and physical and emotional needs to determine appropriate interventions.

EDUCATION

Ajman University

Ajman

PROF. DIPLOMA IN TEACHING (Expected graduation Dec 2022) •

Relevant Coursework: Professional GD in Teaching

AL-Albayt University
Accounting (Feb 2018)

ADDITIONAL SKILLS

- Progress Evaluations
- Learning Modalities
- Individualized Lesson Plans
- Behavior Modification
- Data Management
- Positive Reinforcement Strategies
- Different Learning Styles

CERTIFICATIONS

- MODERN CLASSROOM
- DISTANCE EDUCATION MECHANISM

ADDITIONAL INFORMATION

TRAVELING , READING & WRITING NOVELS

LANGUAGES

- Arabic Mother language
- English intermediate

AWARDS

- Appreciation Certificate Outstanding performance and support for the foundation years team .
- Appreciation Certificate Organizing the events and activities of the Arabic Language Week .