

# FirstName LastName

Baltimore, MD • tstudent@gmail.com • 443-555-5555

**OBJECTIVE** To obtain a teaching position with Prince George's County Public Schools as a ninth grade Spanish teacher and use extensive knowledge of Spanish culture, customs, and language

## **EDUCATION**

Towson University, Towson, MD

Bachelor of Arts in Foreign Languages, Spanish Secondary Education Concentration

May 20XX

- GPA 3.70, Dean's List Fall 20XX – Spring 20XX

Study Abroad, University of Barcelona, Barcelona, Spain

May 20XX-September 20XX

Coursework: Culture and Civilization of Spain, Literature of Spain, Spanish for Business

- Learned the cultural values and customs within the Spanish community and hosts' traditions

## **RELATED EXPERIENCE**

Warren Elementary, Baltimore, MD

December 20XX-May 20XX

Student Intern

- Taught a classroom of 20 third grade students Spanish vocabulary through verbal and written exercises, while supervised by a certified instructor
- Created lesson plans designed for students to learn Spanish culture by reading and playing games
- Graded class quizzes on vocabulary and grammar
- Integrated SMART Board technology into the classroom to aid students with learning

Mathematica, Baltimore, MD

September 20XX-October 20XX

Spanish Translator

- Proof-read translations of Spanish documents into English
- Worked collaboratively with other translators and staff members to edit and publish brochures and flyers
- Communicated with current and potential clients in Spanish to address any problems

## **PROFESSIONAL AFFILIATIONS**

Sigma Delta Pi, National Collegiate Hispanic Honor Society

August 20XX-Present

Member

- Participate in member meetings to discuss Hispanic culture and refine Spanish-speaking skills

American Council on the Teaching of Foreign Languages

September 20XX-Present

Member

- Participate in conventions learning about educational sessions and the language profession
- Network effectively with international professionals

## **ADDITIONAL EXPERIENCE**

Towson University Psychology Department, Towson, MD

August 20XX-Present

Desk Assistant

- Field calls to address student and faculty requests and complaints, and supply information about department to students, faculty, and potential students

## **SKILLS**

Languages: Full Professional Proficiency in Spanish

Computer: Microsoft Office: Word, PowerPoint, Excel, Outlook