

Regina Philange

Objective To obtain a position educating children.

Skills *Computer:* Microsoft Word, Power Point, Excel, Internet, Email

Language: Moderate Proficiency in Spanish

Other: Strong written and verbal skills, multitask oriented, organized, team player, attention to detail, works well unsupervised, reliable, pleasant personality.

Experience 12/2005 – Present Brooklyn Public School 39 Brooklyn, NY

Substitute Teacher

- Oversee classrooms in the absence of their teacher.
- Follow teacher's lesson plans accordingly.
- Provide safe environment for learning for all students.

10/2005 – 8/2006 Olympic Staffing Services Manhattan, NY

Recruiter

- Update and Maintain Client and Employee files.
- Set up interviews with potential employees
- Assist Client and Employees via telephone with their needs.

8/2004 – 9/2005 Autism Partnership Seal Beach, CA

Program Specialist

- Teach children with Autism using ABA and DTT methods of teaching.
- Regularly educate students in a variety of settings to assist with skill generalization.

Active participant in team meetings regarding students' progress and future goals.

10/2003-7/2004 Chelsea House Early Childhood Centre Raumati, New Zealand

Infants and Toddlers/After School Care

- Met infants' basic needs, while encouraging exploration of surroundings through play.
- Provided safe after school environment filled with athletics, homework help, and crafts.
- Displayed flexibility by working in other areas of the centre as required.

Education 9/1998-6/2002 California State University, Pomona Pomona, CA

- B.A., Liberal Studies Pre-Credential.
- Minor in Psychology

Interests Autism Awareness, family/friends, reading, cross-stitch, Zeta Tau Alpha.

References Available upon request.