

Maria Celeste B. Dela Cruz  
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**OBJECTIVE :** Result driven, quality focused, and dedicated individual with proven skills in the field of language teaching who consistently contributes in the advancement of learner's proficiency and character traits utilizing higher order thinking skills, total physical response, and student centered way of teaching that constantly employs positive discipline in the classroom setting.

**EDUCATIONAL BACKGROUND :**

TERTIARY : 1999 - 2003 Polytechnic University of the Philippines,  
Sta. Mesa, Manila,  
Business Teacher Education

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**ELIGIBILITY :** Board for Professional Secondary Teachers  
Registration Date: 01/31/2011  
Major : Business Technology

**PROFESSIONAL EXPERIENCE :**

**COMPANY :** Victorino Mapa High School

**PERIOD :** August 8, 2016 - Present

**DESIGNATION :** Teacher II -Home Economics Subject for Junior High School

**MAJOR PROJECTS HANDLED :**

- Public Relations Officer in English of Home Economics Department.
- Prepared outstanding correspondences as a means of communication to different organizations regarding school relations.
- Inspired colleagues as one of the speakers in the school's service training.
- Adviser of the Future Home Economics, facilitated activities for livelihood resources and inspiration that helped the students of different levels.

- Initiated the beautification of the school's garden.
- Dealt and agreed with different organizations of the school regarding the development of the youth through the club organized.
- Achieved sponsorship from other organization to help in the school's finances.

**COMPANY : SPI Global**

**PERIOD : February 2014 -March 2016**

**DESIGNATION : Call Center Agent**

- Handled incoming calls excellently promoting Company's products and services.
- Prepared correspondences highlighting the services of the company to possible customers of the company.
- Handled customers' complaints accordingly and helped in gaining back the trust of the dissatisfied customers.

**COMPANY : English Network Opportunity Zone**

**PERIOD : August 2011 - November 2013**

**DESIGNATION : Videophone English Teacher**

- Helped in constructing activities that match to the student's level.
- Collaborated with workers in creating songs and activities that the students could easily follow.
- Prepared engaging activities following the Total Physical Response (TPR) strategy for retention of learning.

**COMPANY : Emilio Aguinaldo International Language Center**

**PERIOD : October 2005 - June 2011**

**DESIGNATION : English as a Second Language Teacher**

- Helped in constructing lesson plans for TOEIC classes that caters to man to man and group to students from different countries such as; Japan, Korea, China, and Taiwan.
- Collaborated in making effective lesson plans that could be by students in different level of proficiency.

- **Worked cooperatively in preparing listening, conversation, and writing activities for the students following required curriculum objectives.**

#### **TRAINING CERTIFICATES :**

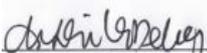
- **Teaching English to Speakers of Other Languages (240 hours)  
Diploma Program (TESOL)  
School : Concordia International University, California  
Period of Study : July 4, 2017-August 30, 2017**
  
- **N5 Japanese Language (90 hours)  
Magsaysay Human Language Institute  
Period of Study: Oct. 19, 2020 - Nov. 27, 2020**
  
- **Japanese Language and Culture Online Training (150 hours)  
TESDA-National Language Skills Institute  
Period of Study: Oct. 28, 2020 - Dec. 23, 2020**
  
- **“National Seminar Workshop on Classroom Management and Positive Discipline”  
UP College of Arts Complex - Center for Human Research and Development Foundation  
Period of Training: July 26-28, 2019**
  
- **“Maximizing the Use of Emerging Media in the Classroom”  
Polytechnic University of the Philippines - College of Education  
Period of seminar : April 28, 2018**

**CHARACTER REFERENCES:**

**JOHN BUTCH P. LOCARA**  
Principal IV  
Victorino Mapa High School  
Tel. No. 8-353-30-40

**LUISA R. REYES**  
Head Teacher VI  
Victorino Mapa High School  
Technology Livelihood Education-Home Economics Dept.  
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**Maria Celeste B. Dela Cruz**  
English Teacher Applicant