



Melody L. Navarro

Manufacturing

At present, I'm working as a Science Teacher in the Department of Education, seeking for a job in a manufacturing industry. I'm a factory worker in Taiwan last 2011-2013. I do believe that my experienced as a quality controller in Taiwan shaped me to become versatile worker who can able to work and manage under pressure.



CONTACT

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SKILLS

- classroom management ●●●●●●●●●●
- empathy and friendliness ●●●●●●●●●●
- time management ●●●●●●●●●●
- Customer Service ●●●●●●●●●●
- Interpersonal communication skills ●●●●●●●●●●
- Creativity ●●●●●●●●●●
- Team Work ●●●●●●●●●●
- Communication ●●●●●●●●●●
- Hardwork ●●●●●●●●●●



LANGUAGE

- English ●●●●●●●●●●
- Filipino ●●●●●●●●●●



HOBBIES

- Sport
- Dancing
- Cooking
- Baking



WORK EXPERIENCE

2017 - 2023

Science Teacher

Department of Education

- Teaches using appropriate and innovative teaching strategies.
- facilitates learning through functional lesson plans of activities and appropriate adequate and updated instructional materials.
- monitors and evaluates pupil's progress.

2011-2013

Quality Controller

HSIN TU ELECTRICAL MATERIALS, TAIWAN

Checks the quality of incoming and outgoing materials in the company.

- conduct product test and assessment
- identify product defects
- record and report issues
- make necessary repairs

2010

SALES ASSOCIATE

ATHLETIC CLUB INCORPORATED

Works closely with customers to determine their needs, answer questions about the products and recommend the right solutions.

- greeting customers
- increasing in store sales
- maintaining sales floor appearance
- directing customers to merchandise



EDUCATION

2020-2021

MASTERS DEGREE

Rizal Memorial College, Davao City

Earning 18 units in Master of Arts in Educational Management

2002-2006

BACHELOR OF SECONDARY EDUCATION

COR JESU COLLEGE, DIGOS CITY

Studying Bachelor of Secondary Education major in General Science with minor subjects in Mathematics.