

# ROSELYN M. CARMEN

🏠 DARIGAYOS, LUNA, LA UNION, 2518

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**Date of birth**

15-12-1997

**Nationality**

FILIPINO

**Gender**

Female

**Place of birth**

LUNA, LA UNION

**Marital status**

SINGLE

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Passionate and dedicated education professional seeking a teaching position to utilize extensive background in curriculum development, classroom management, and innovative educational techniques. Committed to fostering an engaging and inclusive learning environment that inspires students to reach their full holistic development.

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## EDUCATION AND QUALIFICATIONS

**Bachelor of Secondary Education**

Jun 2014 - Mar 2018

Don Mariano Marcos Memorial State University- Mid La Union Campus, San Fernando City, La Union

Major in Physical Science

**Master of Arts in Science Education**

Jun 2020 - Jun 2022

College of Graduates Studies- Don Mariano Marcos Memorial State University Mid- La Union Campus, San Fernando City, La Union

36 units earned.

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## WORK EXPERIENCE

**TEACHER**

Jun 2019 - Jun 2013

Stella Maris Academy, Quirino, Bacnotan, La Union

Handled JHS Grade 7-10 Science Teacher, SHS Physical Science, Earth and Life Science, and General Biology Subject Teacher in 4 years, Taught Araling Panlipunan 9, MAPEH 9, EsP subject and Physical Education 11 and 12 for 2 years Grade 8- Adviser for 3 years, Math-Sci Adviser for 4 years and Campus Minister for 2 years.

Educating students based on Ministry of Education curriculum guidelines | Preparing, administering, supervising, and grading examinations, quizzes, and other assignments | Educating students on following a school's moral codes and behaviors | Planning and organizing academic events and activities, both in and outside of school property | Keeping the classroom neat, organized, and orderly | Create and distribute progress reports to both students and parents | Conduct parent-teacher conferences to discuss a student's progress.

Used of Learning Management Systems through different providers under DIWA Learning Systems- Genyo, Phoenix Digital Media Production, Inc- Aralinks, Schoology Platform and Google Classrooms

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**CUSTOMER CARE REPRESENTATIVE**

Jun 2023 - PRESENT

RMS Collect Phils. INC. IQOR COMPANY, Angeles City, Pampanga

Answer incoming calls and respond to customer's emails | Management and resolve customer complaints | Sell products and place customer orders in the computer system | Identify and escalate issues to supervisors | Provide product and service information to customers | Research required information using available resources | Research, identify, and resolve customer complaints using applicable software | Process orders, forms, and application | Route calls to appropriate resources | Document all call information according to standard operating procedures.

## TRAININGS / COURSES/ SEMINARS / CERTIFICATIONS

Oct 30, 2021 - Oct 30, 2021	<b>Building Next Level Education</b> DIWA Publishing House Bacnotan, La Union
Mar 03, 2021 - Mar 05, 2022	<b>2021 In-Service Training for Junior High School Teachers</b> DepEd/ PEAC Bacnotan, La Union
September 2023	TEFL- Teaching English as a Foreign Language TESOL- Teaching English to Speakers of Other Languages TESL- Teaching English as a Second Language TEYL- Teaching English to Young Learners
June 1, 2023	OVER-ALL SCHOOLGY TOP CONTENT CREATOR S.Y.2022- 2023 Certificate and Plaque of Achievement

## SKILLS

### **Technical Skills:**

Methodologies-Experienced in use and implementation of different strategies for different levels of students  
Computer Literate in Programming Documents in Words, PowerPoint, PDF and Excels and use of Learning Management Systems (LMS) for pedagogy of learning.

Quality Management- Set up and discipline classroom set-up for conducive learning through planning, assurance and control.

### **Additional Skills:**

Communication Skills | Interpersonal Skills | Leadership Skills | Time Management | and Transferable Skills.