

**Ivie Pauline R. Napiza**

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**OBJECTIVE**

To obtain a fulltime position as full-time Special Education teacher who helps students with or without special needs to reach their maximum potential.

**EDUCATION**

University of Santo Tomas, España, Manila, Philippines

Bachelor of Elementary Education major in Special Education

July 2014 to June 2018

Liceo de Pila, Pila, Laguna, Philippines

June 2010 – March 2014

**WORK EXPERIENCE**

**Special Needs Substitute Teacher**, Linga Elementary School, Alagad St. Linga, Pila, Laguna

January 2024-Present

- Teaching children with special needs in a multi-level setting and handles one-on-one session.

**Customer Specialist II**, Teletech, Robinsons Cybergate Tower 3, Pioneer St, Mandaluyong, Metro Manila

December 2021-February 2023

- Handled consumer account takeover cases that requires investigation and various tools to resolve.

**Customer Service Representative I**, Concentrix UP Ayala Technohub, Commonwealth Ave, Diliman, Quezon City

December 2020-September 2021

- Assigned in a healthcare account by mostly taking of orders of over-the-counter products and helping members who have a concern regarding their health insurance

**SPED Teacher**, Independent Living Learning Centre, Buenviaje, Mandaluyong City

June 2018-May 2020

- Assigned in a multi-grade level classroom specifically K2 to Grade 1.
- Appointed as a Job Readiness Program teacher who trains students to become ready for work and coached employed students in partner establishments.
- Assist students with special needs.

**Pre-Service Teacher**, Independent Living Learning Centre, San Rafael, Mandaluyong City

January 2018-March 2018

- Taught subject matters such as English and Mathematics to a multi grade level class. - Assist students with special needs.

**Pre-Service Teacher**, Padre Mariano Gomez Elementary School, Sta. Cruz, Manila

October 2017 – December 2017

- Assisted the teacher in managing the classroom.
- Taught children with Intellectual Disability, Cerebral Palsy, Autism Spectrum Disorder, Hydrocephalus, Global Developmental Delay, Hydrocephalus, Attention Deficit Hyperactivity Disorder and Speech and Language Disorder.

**Pre-Service Teacher**, Mayfield Montessori Academy – 26 Malingap Street, Teachers Village Quezon City, Philippines

July 2017 – October 2017

- Taught Geometry, Filipino and Araling Panlipunan to 4th grade students and MAPEH for 1st grade students
- Able to manage and organize the students inside the classroom, Shadow teacher inside the classroom, assist a student with behavioral problem.

**Office of Admissions**, University of Santo Tomas, Manila

September 2016

- One of the proctors during the 2016 University of Santo Tomas Entrance Exams (USTET)

## **CO- CURRICULAR ACTIVITIES**

### **Student Teacher Association of University of Santo Tomas (STAUST)**

**Member**, June 2017 – May 2018

### **Guild of Thomasian Speducators**, University of Santo Tomas

**Member** July 2014 – May 2018

### **Elementary Education Society**, University of Santo Tomas

**Member** July 2014 – present

### **Becarios de Santo Tomas**, University of Santo Tomas

**Member** July 2014-May 2015

## **COMMUNITY ENGAGEMENT**

### • **Serendipity: Back in Time**

March 2017

Volunteer – Interacted with children with special needs

### • **National Service Training Program**, UST

July 2015 – May 2016

Participant – outreach program in two public schools in Bataan

### • **Special Olympics**, UST April 2016 & April 2015

Volunteer – Interacted and played unified games with people with special needs

## **TRAININGS/SEMINARS ATTENDED**

**English Proficiency Seminar**, Independent Living Learning Centre, July 2, 2019

**Build a Child's Brain: Read, Rhyme, Sing, and Play**, College of Education, UST, November 29, 2017

**I Am Differently Abled Seminar**, Guild of Thomasian Speducators, UST, October 18, 2017

**Service Learning from Thirst for Scholarship to Passion for Service**, College of Education, UST, September 22, 2017

**EBD Seminar: Impact of Environments on People with Emotional and Behavioral Disorder**, College of Education, UST, September 8, 2017

**Inset 2017: Building Capacities, Creating Synergies**, College of Education, UST, July 18, 2017

**Doing Classroom Action Research (CAR) - An Interactive Lecture**, College of Education, UST, July 17, 2017

**Professional Development Seminar 2016 for Educators and Professionals - Bringing Neuroscience: From Lab to Classroom**, College of Education, UST (September 2, 2016)

**Meaningful Conversation on the Management of 3m's: Moment, Materials, and Man**, College of Education, UST, September 1, 2016

**BookMarks: Breaking Misconceptions – A Forum on Behavior Management**, College of Education, UST, May 18, 2016

**iSign: A Handful of Thought**, Guild of Thomasian Speducators, UST, (May 5, 2016)

2016 Early Childhood and Special Education Colloquy, College of Education, UST (April 20, 2016)

## **ACADEMIC PROJECTS**

- *Family Involvement Sparks Hope (F.I.S.H.) Seminar*, April 30, 2017
- *Diversability School for the Exceptional Children Feasibility Study*, December 13, 2017
- *Project B.A.S.A.: Building Acceptance, Support & Awareness for Children with Special Needs Through A Literacy-based Program Action Research*, January 11, 2018

## **SKILLS & ABILITIES**

- Computer Literate: Microsoft Office (MS Word, Excel, PowerPoint) and basic video editing
- Oral Communication: English and Filipino
- Written Communication: English and Filipino
- Sports: Badminton, Volleyball and Soft ball

## **CHARACTER REFERENCE**

- Carlynn Rikka R. Polintan – Mamaril
- School Program Coordinator
- Independent Living Learning Centre
- 0998-554-8394