



JANELLE N. GUSTILO

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#30-19 Vienna Avenue, Don Bonifacio Subdivision
Pulung Maragul, Angeles City, Pampanga, Philippines 2009

PROFESSIONAL SUMMARY:

A professional teacher who is passionate and motivated, has strong academic backgrounds, classroom management skills, and practical experience with modern and innovative teaching techniques who seeks to provide students with a quality education by utilizing teaching strategies that are fun, effective, and efficient.

WORKING EXPERIENCES:

➤ **Secondary School Teacher I – August 2023 – Present**

Rafael L. Lazatin Memorial High School • Department of Education - Schools Division of Angeles City

- Teaches or more grades/levels using appropriate and innovative teaching strategies.
- Facilitates learning in the secondary schools through functional weekly home learning plan of activities and appropriate, adequate, and updated instructional materials.
- Monitors and evaluates students' progress as adviser.
- Maintains updated students' progress regularly as adviser.
- Supervises curricular and co-curricular projects and activities.
- Maintains updated student school records.
- Supports activities of governmental and non-governmental organizations
- Maintains harmonious relationship with fellow teachers and other school personnel as well as with parents and other stakeholders.
- Does related work.

➤ **Secondary School Teacher III – April 2023 – August 2023**

Sapang Bato National High School • Department of Education - Schools Division of Angeles City

- Teaches one or more grades/levels using appropriate and innovation teaching strategies.
- Monitors and evaluates pupils/students' progress.
- Undertakes activities to improve performance indicators.
- Maintains updated pupils/students' progress regularly.
- Supervises curricular and co-curricular projects and activities.
- Maintains updated pupil/student records.
- Counsels and guides pupils/students.
- Supports activities of governmental and non-governmental organizations.
- Conducts action plans.
- Maintains daily routine (classroom cleanliness, classroom management, overall physical classroom atmosphere.
- Maintains harmonious relationships with fellow teachers and other school personnel as well as with parents and other stakeholders.
- Does related work.

➤ **Secondary School Teacher I – May 2013 – April 2023**

Sapang Bato National High School • Department of Education - Schools Division of Angeles City

- Teaches or more grades/levels using appropriate and innovative teaching strategies.
- Facilitates learning in the secondary schools through functional weekly home learning plan of activities and appropriate, adequate, and updated instructional materials.
- Monitors and evaluates students' progress as adviser.
- Maintains updated students' progress regularly as adviser.

- Supervises curricular and co-curricular projects and activities.
- Maintains updated student school records.
- Supports activities of governmental and non-governmental organizations
- Maintains harmonious relationship with fellow teachers and other school personnel as well as with parents and other stakeholders.
- Does related work.

➤ **College Instructor – November 2012 – April 2013**

STI College • Balibago, Angeles City

- Develop curriculum and prepare teaching materials and course outlines.
- Teach and supervise students using lectures, demonstrations, discussion groups, laboratory workshop sessions, seminars, case studies, field assignments and independent or group projects.
- Prepare, administer, and mark tests and papers to evaluate students' progress.
- Supervise independent or group projects, field placements, laboratory work or hands-on training.
- Provide individual tutorial or remedial instruction to students who require it.

➤ **Call Center Agent – 2009 – 2010**

iQor Philippines • Bertha Phil II, CEZ, Clark field Pampanga

- Take customer calls and provide accurate, satisfactory answers to their queries and concerns.
- De-escalate situations involving dissatisfied customers, offering patient assistance and support.
- Review customer or client accounts, providing updates and information about billing and other account items.

➤ **Pre-Elementary Assistant - 2008-2009**

Scholarship Program • Systems Plus College Foundation

- Assist teachers in preparing the classroom for Nursery level.
- Assist pupils in taking their activities, snacks, and toilet needs.
- Assist teachers during the academic and extracurricular activities.
- Prepare printed materials for each activities.

➤ **Service Crew / Kitchen Staff 2007-2008**

McDonald's Corporation • Dau, Mabalacat City Branch

- Greeting customers with a smile
- Taking accurate food orders
- Cooking and preparing all of McDonald's World-Famous food
- Partnering with other Crew and Managers to meet target goals during the shift.
- Restaurant Cleanliness
- Ensuring items are well stocked.

➤ **English Tutor 2006-2007**

International Language Institute • Systems Plus College Foundation

- Teach Korean students the English language from basic to complex level.
- Assist the students during the class and/or one-on-one activities.
- Check the students' work and gives proper feedback to students.

EDUCATIONAL:

GRADUATE SCHOOL:	Holy Angel University Angeles City Master of Arts in Guidance and Counseling (Completed the Academic Requirements needed)
COLLEGE:	Systems Plus College Foundation Balibago. Angeles City Bachelor of Secondary Education, Major in English Graduate, batch of 2010
HIGH SCHOOL:	Camachiles Resettlement High School Dau, Mabalacat, Pampanga Graduate, batch of April 2006
ELEMENTARY:	Dau Central Elementary School Dau, Mabalacat, Pampanga

CERTIFICATION:

Professional Teacher

Licensure Examination for Teachers, Board Passer, March 2012

License no. 1133238

Certified Early Childhood Educator Level I

Alberta Child Care Staff Certification, February 2024

License no. 1186553

IELTS Academic Assessment Overall Band Score: 6.5 (CEFR-B2)

January 27, 2024

Skills:

- Professional Teacher
- Excellent Interpersonal Skills
- Efficient communication skills
- Focus-driven
- Goal-oriented
- Keen knowledge in Computer
- Flexible to school and work-related adjustments
- Always willing and eager to learn

REFERENCES:

Mrs. CATRINA L. ESTRADA

Principal

Great Shepherd Christian Academy Asian Foundation

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Mr. ABDON D. AGUILAR

School Principal I

Department of Education – Schools Division of Angeles City

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Mrs. ARAH M. CRUZ

Secondary School Teacher

Sapang Bato National High School

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SEMINARS ATTENDED:

- ✚ **Empowering Minds: A Holistic Approach to Educational Excellence through the Integration of National Reading and Mathematics Programs Research, Catch-Up Fridays, and Comprehensive Policies in Philippine Basic Education.**
January 24-26, 29-30, 2024
Department of Education – Rafael L. Lazatin Memorial High School
- ✚ **EsP Training Webinar on Differentiated Instruction and Assessment Strategies Using ICT/LMS Platforms**

May 3-5, 2022

Department of Education – Schools Division of Angeles City

+Virtual In-Service Training for Teachers

August 30-September 03, 2021

Office of the Undersecretary for Administration

+Virtual In-Service Training for Teachers

March 15-19, 2021

Information and Communications Unit - Educational Technology Unit

+International Seminar Workshop On Pedagogical Approaches In Teaching English, Math, Science, Filipino, Mapeh, Araling Panlipunan, EsP, TLE And All Learning Areas

July 11-13, 2020

Asia Pacific Association (Apa) Of Educators Training Institute

Janelle N. Gustilo

Applicant's Name and Signature