

JOVIE TOLEDO

MIDDLE SCHOOL/ HIGH SCHOOL ENGLISH LANGUAGE ARTS TEACHER

CONTACT

- +63 991 444 6361
- joviemanager@gmail.com
- www.linkedin.com/in/jovie-toledo-7162321a4
- P-16 Malitbog, Mesaoy, New Corella, Davao del Norte, Philippines

SKILLS

- Content Planning
- Effective Communication
- Student Engagement
- Classroom Management
- Differentiated Instruction

EDUCATION

University of Mindanao

Bachelor in Secondary Education major in English
GSA 3.49
Semester Credits: 160

Holy Cross of Davao College

Master of Arts in Education major in English Language Teaching
18 units

AWARDS AND ACHIEVEMENTS

- Senior High School Focal Person at Holy Child College of Davao;
- Alternative Delivery Mode Coordinator at Francisco Bustamante National High School;
- A winning coach for English Festival of Talents- Division Level;
- Coached essay writing contest, spelling bee, oration contest, public speaking competition, and cultural presentations and
- Initiated Speech Festival for Grade 11 students.

CERTIFICATIONS

- National Board Certification for Teachers-English Secondary, Philippines
License Number: 1519683
Validity : April 1, 2026

QUALIFICATION SUMMARY

Offering 11 years of intensive and dedicated teaching experience in English. The person is a qualified educator with a National Board Certification for Teachers Passer in the Philippines. An educator who is compassionate, flexible, resourceful, and personable. The areas of expertise include content planning, effective communication, student engagement, classroom management, and differentiated instruction. Committed to giving students a safe, motivating, and child-friendly learning environment.

WORK EXPERIENCE

Francisco Bustamante National High School – 2017- Present

- Taught Grade 7 English (Grammar and Philippine Literature), Oral Communication, Creative Writing (Fiction & Non-Fiction), and Social Science (Humanities and Social Sciences and General Academic Strand) and Research (Quantitative and Qualitative) subjects to Grade 11 and Grade 12. Each class size has a minimum number of 45 to 72 Filipino learners.
- Provided developmentally appropriate learning opportunities for learners' cognitive, social, and emotional growth.
- Created a child-friendly, gender-sensitive, safe, and motivating classroom environment.
- Developed a positive parent-teacher relationship and promote strong partnerships.
- Assessed student learning using a variety of methods, such as formal and informal assessments, projects, essays, and discussions.
- Developed a coherent and efficient curriculum in collaboration with other instructors and personnel, and carried out other tasks as needed.

Holy Child College of Davao - 2012-2017

- Taught English to Grade 3, Grade 7 (Grammar and Philippine Literature), Grade 8 (Grammar and Afro-Asian Literature), Grade 9 (Grammar and Anglo- American Literature), Grade 10 (Grammar and World Literature), Grades 11 – 12 (Oral Communication and Reading and Writing), and Science to Grade 3 and Social Studies to Grade 6 students.
- Taught and reinforced reading, writing, grammar, vocabulary, and critical thinking skills through the use of literature, informational text, and media
- Prepared lesson plans and develop and implement grade-appropriate coursework to meet the academic needs of students in a K-12 classroom setting.
- Communicated regularly with parents, administrators, and other stakeholders about student progress and classroom activities
- Participated in seminars and in-service training mandated by the school and the Department of Education
- Handled administrative duties and supervision of teachers and participated in seminars and in-services through the school education partners.