

IVY A. SALDASAL

Sitio San Sebastian, Barangay Tamisu, Bais City
Negros Oriental, Philippines 6206
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CP No: 0975-412-1120

CAREER SUMMARY

A licensed elementary school teacher with excellent interpersonal skills with over 12 years of experience in the Department of Education, Philippines. Hard worker who enjoys new challenges and is willing to learn new skills. A dedicated employee who is capable of working independently, honest, committed to on-time performance, able to work collectively with the administration and staff, friendly and interacts positively with diverse children and their parents.

SKILLS AND QUALIFICATIONS

- Committed to provide a range of innovative services responsive to the needs of diverse individuals
- Exceptional knowledge with creative and adopted practices
- Remarkable ability to be flexible in assignment and work hours
- Property management
- With College Degree of Bachelor of Elementary Education

WORK HISTORY

Head Teacher II

March 2022 to Present

Mangganay Integrated School, Schools Division of Bais City, Negros Oriental, Philippines

- Develops and implements learners' programs that support and promote the physical, cognitive, emotional and social development of learners.
- Leads by example to fellow teachers by telling or reading stories, teaching songs and taking children to local points of interest.
- Orders supplies and equipment for learners.
- Assists fellow teachers and supervisors in keeping records.
- Maintains school property to provide safe and comfortable learning environment.
- Ensures adherence to orders and other issuances.
- Greets learners and their parents/guardians in a friendly manner.
- Converted Mangganay Elementary School to Mangganay Integrated School.

Head Teacher I

July 2020 to March 2022

Lonoy Elementary School, Schools Division of Bais City, Negros Oriental, Philippines

Mangganay Elementary School, Schools Division of Bais City, Negros Oriental, Philippines

- Developed and implemented learners' programs that support and promote the physical, cognitive, emotional and social development of learners.
- Lead by example to fellow teachers by telling or reading stories, teaching songs and taking children to local points of interest.

- Ordered supplies and equipment for learners.
- Assisted fellow teachers and supervisors in keeping records.
- Maintained school property to provide safe and comfortable learning environment.
- Adhered to orders and other issuances.
- Greeted learners and their parents/guardians in a friendly manner
- Obtained an Outstanding School Performance
- Awarded as Most Outstanding School Head in the Cluster and Division Level

Teacher I-Teacher III

August 2012-June 2020

Dansulan Elementary School, Schools Division of Bais City, Negros Oriental, Philippines

- Initiated programs to assist learners with special needs.
- Developed a positive relationship with parents to support students' academic performance.
- Designed lessons to improve teamwork, communication, creativity, and critical thinking of learners.
- Analyzed, communicated, and recorded learners' progress.
- Guided and assisted learners' in the development of proper eating, dressing and toilet habits.
- Obtained an Outstanding Individual Performance.
- Awarded as Most Outstanding Teacher in the School and Division Levels.

Data Technician

June 2011 to January 2012

SPi Global Dumaguete City, Philippines

- Compiled, sorted and processed data for an organization
- Performed general data entry, accuracy verification
- Reviewed data for accuracy and made changes if necessary
- Edited and proofread all content before publishing
- Ensured accuracy, clarity, and conciseness

EDUCATION

Bachelor of Elementary Education

March 2011

La Consolacion College, Bais City, Negros Oriental, Philippines

Master of Arts in Teaching Mathematics

May 2016

Southwestern University-Phinma, Cebu City, Philippines

Doctor of Philosophy in Educational Management

December 2023

Completed Academic Requirements (Not Graduated)

STI West Negros University, Bacolod City, Negros Occidental, Philippines

CREDENTIALS

- Licensed Professional Teacher — Professional Regulation Commission
Philippines