

Jamie Smith

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Professional Summary

As a final year student at university, I am currently focused on completing my bachelor's degree in education. Throughout my academic career, I have consistently demonstrated a proactive and caring approach to my work, which has been informed by three years of professional experience. My strengths in communication and observation have enabled me to skilfully manage day-to-day activities while also seeking out opportunities to make a positive impact. As a result of my academic and professional experience, I have developed a keen ability to adapt to new challenges and communicate effectively with a wide range of individuals. Additionally, my proactive approach to problem-solving has allowed me to anticipate and address issues before they become major obstacles. Overall, I am a driven and dedicated individual who is committed to achieving success in my academic and professional pursuits. I believe that my strong communication skills, observation skills, and proactive attitude make me an asset to any team or organization.

Work Experience

High School Assistant Teacher at Hoërskool Montana

Jul 2023 - Present (3.1 years)

Worked closely with the lead teacher to support the delivery of instruction, enforce classroom management expectations, and reinforce lessons by reviewing material with students. Responsible for helping teachers create lesson plans, working with students to enhance the learning process, and ensuring classrooms are safe and tidy.

- Classroom Management, Lesson Planning, Assessment Design, Grading and Evaluation, Administration, Communication

Skills

Tutor at Self-Employed

Jul 2021 - Jun 2023 (1.9 years)

Gained extensive experience working with students both in the classroom and in their homes. Worked collaboratively with students to complete homework assignments, identify areas of weakness, and develop strategies to improve their skills. Provided individualised coaching and activities to enable underachieving students to reach target attainment levels.

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Skills: Tutoring and Coaching, Communication, Problem-solving, Observation

Skills

Soft Skill:

- Other:
- Communication (7.5y)

Education

Bachelor's Degree in Education

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Certifications

- July 29, 2026