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# John Smith

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Address Line 1

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Haute Garonne, France, Post Code.

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## JOB TARGET: TEACHING / SUPPLY TEACHING (11-18 YEARS)

♦ 11-18 years - Biology - Physical Education - Outdoor Education ♦

A relaxed, approachable teacher with excellent mainstream education experience gained within varied practical and development roles, including Biology, Physical Education and Outdoor Education. Believing a mature, constructive and eclectic approach to teaching and effective working relationships between staff, students and parents are crucial to providing a stimulating learning environment. Now returning to the UK and looking to making a continued significant contribution within mainstream education.

## AREAS OF EXPERTISE

- Planning in Compliance with N.C.
- Organising Programmes
- Policy and Plan Construction
- Curriculum Co-ordination
- Extra Curricular Activities
- Organising Productions
- Special Needs
- Pastoral Care
- Project Management

## PROFESSIONAL DEVELOPMENT

**Cert Ed** PE and Biology & specialising in outdoor pursuits. 1979  
City of Leeds & Carnegie College

## AWARDS

Life Saving Instructors' Certificate      BBA Coaching Certificate      RYA Dingy Sailing Instructor  
RYA Windsurfing Instructor      RYA Yachtmasters' Offshore Cert.      Trampoline Coach  
LTA Tennis Coach

## PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

**BUILDER (SELF - EMPLOYED)** 1997 - 07  
Company A, Charente, France

- Tiling, roofing, dry walling, electrical, plumbing, carpentry, painting and decorating, plastering, landscaping, septic tank installation to name a few. Developed excellent business skills.
- Teaching DIY skills to British ex-pats.

**SUPPLY TEACHER** 1993 - 97  
11-18 years- School A, Huddersfield,

Supply work across the Huddersfield region was very demanding and diverse; it required excellent time management, organisational and behaviour management strategies.

- Helped develop learning assistance programs that addressed individual needs.
- Ran parent information evenings.
- Developed excellent, flexible teaching abilities. Able to think on my feet and be very well prepared.
- Taught various subjects to diverse pupils from different cultures and backgrounds.

**AREA SALES MANAGER** 1989 - 93  
Company A, Rotherham

- Managed all aspects of the business. Helped rapidly grow this double glazing company and establish the company reputation in West Yorkshire. Opened and developed a very profitable new showroom in Leeds.
  - Trained and managed two salesmen and window fitting teams.
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## PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS (CONTINUED)

### BIOLOGY/ PHYSICAL EDUCATION TEACHER

1979 - 89

Also Head of PE for 1 year. School B, (ages 11-18, Comprehensive School).

- Taught GCSE level in both subjects with excellent results.
- Replace the Head of PE at School B for 1 year.
- Experience gained teaching children with special needs.
- Advised and supported staff on planning, assessment and resources including lesson modeling.
- Organised sponsored events, lunchtime and after school clubs.
- Identified gaps and drew up schemes and policies that ensured a broader curriculum was covered.
- Developed students' interests, abilities and co-ordination by way of creative activities.
- Tested and evaluated students for individual progress in written and oral work.
- Prepared and administering assignments, projects and exams.
- Discussed student progress and problems with students and parents. Encouraged parents to be actively involved in many areas of school life.
- Liaised with counsellors and senior teachers with regard to problem students.
- Participated in staff meetings, conferences and educational workshops.
- As an Outdoor Pursuits Instructor: organized several summer holidays. The outdoor pursuits centre recognised my qualifications in sailing and windsurfing and employed me for several years as a summer instructor teaching dingy sailing, wind-surfing, water skiing, grass skiing, climbing, surfing and orienteering.
- School Mini-bus driver and main organiser for annual ski trips and twice yearly outdoor pursuits holidays,
- Created the school chess club and organized competitions.
  
- **Achievements (Pastoral):** Acted as Pastoral Assistant and took responsibility for school issues, such as reports, parents' evenings, work experience and pastoral care, tutoring, school trips and field courses.
- Researched and wrote supporting documents for parents containing curriculum overviews and information to assist parents in preparing their child for school.
- Organised staff and parents' evenings and homework club for students.
- Improved service delivery after encouraging positive feedback.
  
- **Achievements (Pursuits / Event Co-ordination):** Worked a full teaching timetable as well as planning and delivering cross curriculum, out-of-school activities and residential experiences.
- Organised extra-curricular teams, clubs and productions, house events, competitions and summer school - all resources safety equipment plus accommodation, logistics and transport needs.
- Compiled classroom displays. Delivered theme days, extended reading, writing and science weeks.
- Implemented reward schemes.
  
- **Achievements (Special Needs):** Improved behavior and attitudes by supporting bilingual students, developing pastoral policies and procedures, plus the school's rewards system and assessment policy.
- A part of a team, improved the quality of provision for students with special educational needs.

## PERSONAL

*Interests and Pastimes:* Various Sports, Chess, Poet/Singer-Songwriter, Playing the Guitar.  
*Mobility:* Full clean driving license (School Minibus Driver).  
*Born:* 1955.  
*Marital Status:* Married, 4 teenage children.