**Ralph M. Riddle**  
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**Career Profile**

A highly skilled, talented and professional special education teacher with more than seven years of diverse experience in the mentioned field. Looking for a challenging position to utilize my skills and proficiency in a renowned organization.

**Professional Strengths**

* Possess excellent verbal and written communication skills
* In-depth knowledge of learning processes and procedures
* Possess good presentation and organizational skills
* Good motivator and ability to solve problems independently
* Possess logical and critical thinking
* Ability to develop and manage curriculum activities
* Ability to present and deliver the learning process effectively

**Professional Experience**

School, City, State 20XX – 20XX  
Position Title

* Designed and implemented curriculum and multi sensory lesson plans for different subjects
* Responsible for conducting meetings to review and evaluate teaching methods
* Coordinated with teachers to explain different curriculum activities for students
* Assessed children who have short and long-term learning difficulties
* Supervised staff and helped with students personal requirements
* Generated and incorporated special learning strategies for students with learning disabilities in areas like self-questioning, cognitive behavior modification rehearsal and review, organization, modeling and memory strategies
* Informed parents about their children's progress and participated in the formulation of educational programs

School, City, State 20XX – 20XX  
Position Title

* Created individualized educational plan for each student with goals and objectives
* Handled behavioral problems of students and fostered positive behavioral patterns
* Provided trainings to students with more severe disabilities like cooking, self care and shopping
* Handled the tasks of hiring para-educators, teachers and professional staff
* Provided in-service training that focuses on the requirement of teachers and students

School, City, State 20XX – 20XX  
Position Title

* Handled the tasks of preparing materials for instruction
* Responsible for recording grades for different pupils
* Taught students to improve their behavioral patterns by using different methods and instructions
* Served as a liaison among principals, teachers and staff representatives
* Handled requisition and budget plans
* Conducted meetings and assessed the abilities of students
* Collaborated with school administrators, teachers and parents in designing and implementing educational plans for students

**Workshops and Trainings**

* Attended seminars on standard education
* Member of Georgina Association of Elementary school teachers

**Educational Summary**

* Bachelor of Arts in Behavioral science, BMVR College of Arts, Georgina 19XX
* Master of education in Special education, Georgina university, 19XX

**Reference**  
Available upon request