**REGINA AWINO ONYANGO**

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P.O Box 6200-00200, NAIROBI-KENYA

**Personal Profile**

I am a teaching professional with a Post Graduate Diploma in Education and relative experience in teaching. I have expertise in English Literature and a vast knowledge of the subject.

I am an enthusiastic and passionate teacher with a keen eye for detail,and a good track record in teaching and student management.

My excellent interpersonal and communication skills, teamwork as well as leadership qualities have enhanced my commitment and resilience in provision of quality services.

I am eager to gain further real world practical classroom experience while developing acquired abilities in teaching and multitasking in a school setting.

**Areas of expertise**

* Student engagement and management
* Technology integration
* Curriculum development
* Classroom management
* Subject matter expertise
* Versed in Computer Packages Word, Excel, Access, Power-point, Internet

**Education Background**

**Asian College of Teachers 2024**

*Post Graduate Diploma in Education*

**Jomo Kenyatta University of Agriculture and Technology**  **2019-2023** *Bachelors Degree in Human Resource Management*

**Bunyore Girls High School** **2015-2018**

*Kenya Certificate of Secondary Education*

**Opapo Primary School 2004-2014**

*Kenya Certificate of Primary Education*

**Work Experience**

**Nyamanga Comprehensive School January to October 2024**

Position: English and literature teacher

Teaching English in grades 4, 5 and 6

Day to day lesson planning

Preparing learners for examination through revision

Carrying out termly assessments to monitor learning progress.

**Minya Primary school January- April 2019**

Responsible for teaching English, Science and Mathematics to upper primarry classes.

Monthly assessment of the respective subjects.

Day to day lesson plans.

**School holidays - Teaching at Opapo Primary School**

Coaching Mathematics, Science and languages in lower primary classes.

Formulated tests to monitor progress in the respective subjects.

**Personal Tutor. 2016- Ongoing**

Responsible for teaching respective students the fundamentals of specific courses

Coaching in Mathematics, Sciences and Languages for Highschool students.

Formulation of tests to monitor progress and growth in various learning sections.

Day to day planning of lessons

**Lake Basin Development Authority (LBDA) May- July 2022**

Position: Attachment

Reported to the branch manager in performing the following duties;

* Preparing documents like employment contracts and new hire guides under the guidance of the human resource manager.
* Filing of the employee’s personal documents in their personal file i.e. employment contracts both seasonal and on permanent terms.
* Verifying the pay slips of the casual workers such as the cleaners and company drivers on contract and sorting them accordingly to their respective departments.
* Prepared memorandums and letters for internal communication
* Carried out performance management and appraisal
* Controlling and maintaining company vehicles

**Through my professional journey I have managed to garner the following knowledge**

**and skills;**

* Differentiated instruction by adapting teaching aids that suit the student needs
* Technology integration
* Creativity, communication, enthusiasm and empathy
* Adapting the 21st century models of teaching
* Ability to encourage students
* Leadership skills

**Responsibilities**

Managing the classroom and creating a positive learning environment

Providing safe, nurturing and welcoming learning environment for students that ensures their physical, social and emotional well-being at all times

Assessing student progress and providing feedback on their performance

Planning engaging lessons and instructional content that align with student needs and curriculum standards

Communicating effectively with students, families, administrators and colleagues to adress students' needs

**Referees**

**Mr Maricus Munda**

Headteacher

Nyamanga Comprehensive School

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**Ms Mary Akinyi**

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