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# Tanisha L. Lee

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## ◆ OBJECTIVE

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Seeking a position as a Secondary Technology Instructor within an accredited school district.

## ◆ QUALIFICATIONS

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Five years experience as a Biology I & II/Science Instructor working with at-risk students. Proficient in the use and implementation of state curriculum standards within the field of secondary science. Other skills include extensive experience within a local area network environment(LAN) working with hardware and software such as MS Word, MS Mail, ClarisWorks, Excel, PrintShop, and various other types of software. Proficient in the use of various computer platforms such as Macintosh, Windows, and DOS. Responsibilities and assignments have included supervising colleagues within a team environment and administering on-site staff training in various areas of technology.

## ◆ WORK HISTORY

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1998 - Present

*Teacher, Fort Worth Independent School District*

Responsible for planning curricula, instructional strategies, the use of technology, and assessments that are developmentally appropriate. Other responsibilities include creating an educational and social climate that both challenge and meet the needs of all students, continual professional development, and facilitating school improvement through democratic participation, collaboration, and leadership.

1995 - 1998

*Teacher, Houston Independent School District*

Responsible for planning curricula, instructional strategies, the use of technology, and assessments that were developmentally appropriate. Other responsibilities included preparation and delivery of on-site staff training.

## ◆ EDUCATION

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Microsoft Certified Systems Engineer, Tarrant Count Community College, est. 2003  
Master of Education, University of St. Thomas, est. 2003  
Alternative Certification Program, Houston ISD, 1996  
BS Biology, Prairie View A&M University, 1994

## ◆ COMPUTER SKILLS

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- LAN hardware/software, MS Word, Excel, PowerPoint, Microsoft Works, Internet Explorer, SASI Database, PrintShop, Hyperstudio, MS Mail, Microsoft Exchange, Adobe GoLive & Pagemaker, Microsoft FrontPage, Netscape Navigator/Communicator
- Installation/Removal of hardware/software within a single-user and network environment
- Basic troubleshooting of hardware/software and connectivity issues

## ◆ LICENSES & CERTIFICATES

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- Secondary Science/Biology Teacher's Certificate 1996.

## ◆ AWARDS RECEIVED

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- Exxon Math/Science Excellence in Teaching Award 1997
- Teacher of the Year Nominee 1995/96, 1996/97, 1997-98
- Parent Teacher Association Excellence in Teaching Award 1998

References Available Upon Request

◆ **PROFESSIONAL DEVELOPMENT**

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- Foss Science Training 1999
- NSTA Conference 1999
- TMSA Conference 1999
- Project STAR Math/Science/Technology Coach Training (72hrs.) 1997-98
- Integrating Math/Science/Technology Workshop (Facilitator/Trainer)1997
- New Teacher Mentor 1997-98
- Webmaster Training 1998
- Site Decision Making Committee 1997-99
- Mathematical and Computational Sciences Awareness (30 hrs.) 1997