

# ROBERT SMITH

## Special Education Teaching Assistant II

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### SUMMARY

Proven ability to work in chaotic situations and still maintain a sense of humor. Commended for excellence in innovation, creativity, organization, and proactive talents.

### CORE COMPETENCIES

Communication Skills, Management.

### PROFESSIONAL EXPERIENCE

#### Special Education Teaching Assistant II

ABC Corporation - December 2006 – June 2008

##### Key Deliverables:

- Deliver appropriate direct care and instruction to clients to promote the development and maintenance of functional skills and daily living skills.
- Assists clients in meeting the goals and objectives set forth in their Individual Service Plan.
- Promote independence and choice in daily activities for clients to the maximum extent possible.
- Assist with instructions, physical care, toileting, feeding, medication administration, mobility, and other daily activities.
- Challenge students/ adults to master basic-to-advance learning concepts through the use of manipulative, graphing, and charting exercises.
- Demonstrated patience and understanding while managing difficult children/adults.
- Developed, designed, and implemented indoor and outdoor activities.

#### Special Education Teaching Assistant

ABC Corporation - 2003 – 2006

##### Key Deliverables:

- - Adapted classroom activities, assignments and/or materials under the direction of the supervising teacher for the purpose of supporting and reinforcing classroom objectives.
- Assisted students by enabling them to access their electronic communicators, switches, pointers, feeders, etc.
- For the purpose of ensuring equipment is hooked up properly and functioning properly.
- Assisted students in and out of wheelchairs; loading and unloading on the bus; transporting students in their wheelchairs in and around school and on field trips for the purpose of ensuring the student gets to and from school and to the proper places safely.
- Assisted with pre-lunch and lunch activities for the purpose of helping the teacher and lunch personnel getting the student fed.
- Performed clerical tasks (e.g. making copies, filing, etc.) for the purpose of helping the teacher get instructional materials ready..