

# MERIAM M. MADERA

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## SUMMARY

A versatile professional with proven teaching, guidance and counseling skills for 7 years. Focused on creating positive and collaborative environment in which students can learn and grow. Incorporate interdisciplinary knowledge into classroom, face to face and online modality to engage students of all learning orientations.

## RELEVANT EXPERIENCES

2021-Present

**ICT and Research Teacher - Treston International College  
Senior High School Department**

- Crafts curriculum and prepares instructional materials and lesson plans in line with the curriculum
- Assess students' progress throughout the learning process
- Communicates with the parents about the student's development
- Works closely with other teachers to ensures all avenues of the curriculum are met and delivered to students

2018-2021

**ICT Learning Area Head - Don Bosco Technical Institute – Makati  
Junior High School Department**

- Crafts curriculum based on the standard and the vision of the institution
- Ensures the effective implementation of the learning area curriculum
- Leads co-teachers to efficiently contribute to the well-being and education of the students
- Initiates professional learning opportunities within the area to enable them to be the best they can be
- Design and develops the Electronic Class Record (ECR) of the department

2014 – 2021

**ICT Teacher - Don Bosco Technical Institute – Makati  
Junior High School Department**

- Prepares instructional materials and lesson plans in line with the curriculum
- Assess students' progress throughout the learning process
- Communicates with the parents about the student's development
- Works closely with other teachers to ensures all avenues of the curriculum are met and delivered to students
- Promotes environment conducive and effective to learning process

## ABILITIES AND TECHNICAL SKILLS

- Knowledgeable in C, C++, VB.Net, JAVA and Web Development (HTML, CSS, JavaScript)
- Familiar in PC troubleshooting, System Maintenance and Operating System installation and formatting
- Uses software applications like Google Suite, Microsoft Office Suite, Adobe Applications
- Well- versed in training programs and facilitating seminars
- Capable of organizing event s and professional programs
- Effective classroom manager with time management skills
- Effective communication and interpersonal skills

## LET PASSER

SEPTEMBER 2012 EXAMINATION RATING: 81.4

## EDUCATIONAL BACKGROUND

2017 - Present

**: TECHNOLOGICAL UNIVERSITY OF THE PHILIPPINES  
Master of Technology Education**

2008-2012

**: RIZAL TECHNOLOGICAL UNIVERSITY  
Bachelor of Secondary Education Major in Computer Education**