

# Robert Smith

## French Tutor

### PERSONAL STATEMENT

One year of experience as a French Tutor is seeking a full-time position that will utilize my outstanding communication skills and experience in teaching and computers.

### WORK EXPERIENCE

#### French Tutor

Boise State University - January 2018 - Present

##### Responsibilities:

- French conversation lab assistant in charge of 15 students (from beginner to advanced levels).
- Designing instructional lesson plans to teach beginner french to a family of 3.
- Creating effective assignments and activities to teach grammar rules and to expand vocabulary.
- Assessing student progress throughout tutoring sessions and give constructive feedback.
- Preparing daily lessons and clearly explained complex learning concepts.
- Working effectively with students of different learning levels and cultural backgrounds.
- Communicating with students and staff members about student progress and needs.

#### French Instructor

CR Languages - August 2017 - December 2017

##### Responsibilities:

- Taught French grammar, conjugation, and customs to 4 advanced students.
- Provided creative and proper study aids and techniques to assist the student with future assessments.
- Assisted the student on their assignments for basic understanding.
- Reviewed mistaken questions to prepare for preventable errors.
- Researched and developed many resources while tutoring, including worksheets, lesson plans, and both formative and summative assessments to gauge students learning.
- Explain topics students don't understand, and praising effort.
- Integrated technology in instruction, through using available resources.

### Education

Baccalaureate in Laboratory Sciences - January 2015 to Present(Boise State University )  
Bachelors in Biology - January 2015 to December 2018(Boise State University - Boise, ID )

### CONTACT DETAILS

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### SKILLS

Excel, Word, Powerpoint,  
French, Customer  
Service, Quality  
Assurance, Type 60 WPS,  
And Microsoft Office.

### LANGUAGES

English (Native)  
French (Professional)  
Spanish (Professional)

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

### REFERENCES

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)