

Robert Smith

Online Adjunct Faculty

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

PERSONAL STATEMENT

Professionally possesses a distinguished career with over 30 years of experience. Personally is an enthusiastic, warm, and caring educator/administrator who wants all children to be successful learners and works toward creating an atmosphere that is stimulating, encouraging and adaptive to their emotional needs. Also is an energetic and decisive leader who successfully merges and develops effective communication between professionals, parents and the child through unique triangular, team centered concept.

SKILLS

Training, Curriculum Design And Development, Educational Leadership, Fund Raising.

WORK EXPERIENCE

Online Adjunct Faculty **ABC Corporation - 2015 - 2018**

Responsibilities:

- Guided students in the online learning environment.
- Participated and responded to students in discussion boards.
- Designed and scored assignments in a timely manner.
- Revised two courses, conducted research, and designed appropriate activities for online students.
- Participated in online faculty meetings.
- Adhered to college policies and procedures.
- MS Creates a learning and teaching environment in accordance with educational objectives.

LANGUAGES

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

Online Adjunct Faculty **Delta Corporation - 2008 - 2013**

Responsibilities:

- Courses taught Business Communications The course provides students with skills for effective business communication from a global perspective.
- Business Writing Students create written business communications, applying writing techniques to produce professional documents and presentations.
- Intercultural Communications The course explores cultural patterns and issues that influence effective communication across cultures.
- Instructed online classroom business and education students in various courses at the university level.
- Instructor of General Psychology online classes for students pursuing their A.A.
- During my interactions with students I give feedback regarding course content and grading, while offering academic and professional guidance in the .
- Online instructor for General Psychology courses.

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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

Education

High School Diploma