
Deputy Superintendent Resume

Job Objective

Looking to help the company through my years of experience as Deputy Superintendent.

Highlights of Qualifications:

- Huge knowledge of Federal, State and Tribal Laws
 - Deep knowledge of Authorities of State and Federal Agencies
 - Familiarity with general principles of organization and administration
 - Ability to think strategically and pay attention to details
 - Ability to organize facts and present information in concise and logical manner
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Professional Experience:

Deputy Superintendent
BP America Inc., Beltsville, VA
September 2006 – Till Date

- Administered Division of Instruction, Human Resources, Support Services and Finance.
- Imparted oversight across District divisions.
- Aided Superintendent and imparted technical information.
- Monitored administration and coordinated with members of the School Board.
- Acted as member of Superintendent's cabinet.
- Established district budget and analyzed direct reports.

Deputy Superintendent
NYC Department of Education, Beltsville, VA
March 2001 – August 2006

- Assisted Network leaders and managed analysis of data.
 - Coordinated with School Support Specialist Team members.
 - Monitored delivery of professional development.
 - Managed collaborations with Office of Mental Health.
 - Aided Network Leaders and Department of Education educators.
 - Supervised Division of Portfolio Planning.
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Education:

Bachelor's Degree in Special Education
Kaskaskia College, Centralia, IL

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