
Education Advisor Resume

Job Objective

Qualified Education Advisor seeking position with organization where experience and training provides the potential for career development.

Highlights of Qualifications:

- Hands-on experience in education, teacher training and project management
 - Wide knowledge of education policy issues that affect student learning
 - In-depth knowledge of education issues facing developing countries
 - Excellent Communication, Organizational and interpersonal skills
 - Skilled in developing and providing training to educational staff
 - Proficient in areas of Activity Based Learning
 - Strong theoretical and analytical thinking skills
 - Ability to learn degree programs, career choices and financial aid
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Professional Experience:

Education Advisor, August 2005 – Present

TERI (The Education Resources Institute, Inc.), Wallingford, CT

- Attended the transferred inbound calls and made outbound follow up calls.
- Made sure the qualitative and quantitative objectives are achieved.
- Maintained a high level of customer service at all times.
- Assisted in the testing of new strategies.
- Monitored and tracked the metrics for comparative analysis.
- Interacted professionally with both customers and fellow employees.

Education Advisor, May 2000 – July 2005

Garden City Community College, Wallingford, CT

- Analyzed and evaluated the work of the schools with regard to the quality of teaching and learning.
 - Maintained adequate stock and equipment for the school by placing order for the same.
 - Developed the ideas for the expansion of the teacher training programmers.
 - Ensured that all aspects of the development of the children are adequately provided.
 - Developed and assisted in educational evaluation procedures.
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Education:

Bachelor's Degree in Education, Western States Chiropractic College, Portland, OR

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