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# INSTRUCTOR RESUME

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## Summary:

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A credible, effective and efficient Instructor with proven expertise in conveying knowledge to learning individuals; highly creditble and is responsible for delivering quality instructions and lectures ensuring student satisfaction; Possesses good and strong communications and interaction skills; has ability to conduct researches and conduct analytical approaches to studies; teaches general subject matters.

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## Professional Experience:

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Instructor – Business Management January 2007 – present  
Canisus College, Buffalo, NY

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## Responsibilities:

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Conducted course instruction for one or more courses in the curriculum.  
Utilized diverse teaching strategies.  
Pursued on an ongoing basis the continuance of scholarly growth, both within and outside the subject discipline.  
Provided service to the college in terms of student counseling and tutor services.  
Developed course and research.  
Finance Instructor May 2004 – December 2006  
Everest University, Orlando, FL

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## Education:

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Ph.D in Education  
Stanford University, CA, 2002  
Master of Education  
Stanford University, CA, 1997  
Bachelor of Science in Education  
Stanford University, CA, 1995

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## Skills:

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- Good negotiating and interpersonal skills, strong organizational skills
  - A high standard of computer literacy; proficient in WordPerfect, Windows MS Word, Excel, Visual Basic, Power Point, and various application programs
  - Management Skills: time management, communications, goal settings training, assertiveness training
  - Strong communications skills as author, lecturer, teacher, debater
  - Strong problem-solving and analytical skills
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## Awards and Honors:

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Dean's Lister, Stanford University, 1995  
Senior Member, MBA Association, 1997

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