



Andrea Chelsea P. Lozano

#41 Ginintuang Landas St. Brgy. Santa Monica Novaliches, Quezon City

PERSONAL INFORMATION

Place of Birth : Novaliches, Quezon City
Date of Birth : December 18, 1996
Sex : Female
Status : Married
Nationality : Filipino
Religion : Iglesia Ni Cristo
Height : 5'2
Weight : 56 kg
Father's Name : Teodulo G. Pueyo
Mother's Name : Lynd Amor B. Pueyo

EDUCATIONAL BACKGROUND

College : New Era University
Address : 9 Central Ave, New Era, Quezon City, 1107 Metro Manila
Course/Program : Bachelor of Elementary Education Major in Special Education
Date Program Completed : April 19, 2019

High School : Novaliches High School
Address : TS Cruz Subdivision, 1 Lakandula, Novaliches, Quezon City, Metro Manila
Course/Program : High School
Date Program Completed : March 16, 2013

WORKING EXPERIENCE

Job #1

Employer Name : The Raya School
Position : Special Education Teacher
Street Number and Name : Lot 3 Block 8 Sorrento St. Neopolitan Business Park, Brgy, Belfast, Novaliches
City : Quezon City
State/Province : Metro Manila
Country : Philippines
Postal Code : 1118
Start Date (mm/dd/yyyy) : June 1, 2023-Present
No. of Hrs. worked/Week : 40 hrs.
Supervisor's Name : Mrs. Ruth De Guzman
Employer's Contact No. : 09178346516

Job Details (duties performed, use of tools, machines, equipment, skills, qualifications, certifications, licenses, etc.)

- **Duties Performed:**

- ✓ Class adviser: Grade 7 Self-contained Program (Autism, Intellectual Disability)
- ✓ Making adequate and well thought IEP's
- ✓ Monitoring cases' progress in school by doing one-on-one assessment and writing daily reports



- ✓ Leading parent-teacher conferences and case conferences
- ✓ Actively participate in committee work
- ✓ Collaborated with parents and coordinators for essential learning approaches
- **Use of tools/machines/equipment's**
 - ✓ Laptop, Printer, Smartphone, Smart TV, Google Meet, GSuite, Canva, and Microsoft Office Application: Word, Excel, PowerPoint
- **Skills:**
 - ✓ Effective classroom management
 - ✓ Good communication skills
 - ✓ Collaborative skills
 - ✓ Ability to manage 8-10 students with special needs
 - ✓ Good work-related knowledge of computers and applications
- **Qualifications/Certifications/Licenses:**
 - ✓ Passed Licensure Examination for Teachers from the Philippines in 2019

Certificate in Coursera Online Course (University of Colorado System): Managing ADHD, Autism, Learning Disabilities, and Concussion in School

Job #2

Employer Name : **Holy Child Academy**
Position : **Special Education Teacher**
Street Number and Name : **King Ferdinand St. Novaliches**
City : **Quezon City**
State/Province : **Metro Manila**
Country : **Philippines**
Postal Code : **1116**
Start Date (mm/dd/yyyy) : **July 16, 2021**
End Date (mm/dd/yyyy) : **April 30, 2023**
No. of Hrs. worked/Week : **35 hrs.**
Supervisor's Name : **Ms. Noemi S. Buenaventura**
Employer's Contact No. : **09617288876**

Job Details (duties performed, use of tools, machines, equipment, skills, qualifications, certifications, licenses, etc.)

- **Duties Performed:**
 - ✓ Class adviser: Kinder and Grades 1 and 2 Self-contained Program (Autism, Intellectual Disability, and ADHD)
 - ✓ Designed and implemented IEP for every student
 - ✓ Applied positive reinforcement when tantrums arise
 - ✓ Collaborated with parents and coordinators for essential learning approaches
 - ✓ Leading parent-teacher conferences every quarter
- **Use of tools/machines/equipment's**
 - ✓ Laptop, Printer, Smartphone, Smart TV, Google Meet, GSuite, Canva, and Microsoft Office Application: Word, Excel, PowerPoint
- **Skills:**
 - ✓ Effective classroom management



- ✓ Good communication skills
- ✓ Collaborative skills
- ✓ Ability to manage 8-10 students with special needs
- ✓ Good work-related knowledge of computers and applications

● **Qualifications/Certifications/Licenses:**

- ✓ Passed Licensure Examination for Teachers from the Philippines in 2019
- ✓ Certification in the Webinar on Annual Educators' Congress (AECON) 2023: Learning Recovery to Learning Resilience

Job #3

Employer Name : **Childfind Learning and Play Center**
Position : **Special Education Teacher**
Street Number and Name : **The Tower at Emerald Square, P. Tuazon and J.P Rizal St. Project 4**
City : **Quezon City**
State/Province : **Metro Manila**
Country : **Philippines**
Postal Code : **1109**
Start Date (mm/dd/yyyy) : **June 30, 2018**
End Date (mm/dd/yyyy) : **May 30, 2019**
No. of Hrs. worked/Week : **40 hrs.**
Supervisor's Name : **Dr. Benjamin A. Pereyra**
Employer's Contact No. : **09431291846**

Job Details (duties performed, use of tools, machines, equipment, skills, qualifications, certifications, licenses, etc.)

● **Duties Performed:**

- ✓ Class Adviser: Grade 2 SPED Mainstream Program (Autism students)
- ✓ Creating progress report every quarter for each student
- ✓ Implementing created goals to each student
- ✓ Giving positive reinforcement and modifying lessons individually
- ✓ Collaborated with parents, therapies and head coaches for essential learning approaches
- ✓ Leading parent-teacher conferences every quarter

● **Use of tools/machines/equipment's**

- ✓ Laptop, Printer, Smartphone, Smart TV, Google Meet, GSuite, Canva, and Microsoft Office
Application: Word, Excel, PowerPoint

● **Skills:**

- ✓ Effective classroom management
- ✓ Good communication skills
- ✓ Collaborative skills
- ✓ Ability to manage 8-10 students with special needs
- ✓ Good work-related knowledge of computers and applications

● **Qualifications/Certifications/Licenses:**

- ✓ Passed Licensure Examination for Teachers from the Philippines in 2019
- ✓ Certification in the conference on "Special-Inclusive Education, Reconceptualized: Toward a Lifespan Career Model for Learners with Special Needs