

Kathelena Belcher

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OBJECTIVE

To obtain an engineering position where my technical skills and educational background will enable me to make a positive contribution to the organization.

PROFESSIONAL CREDENTIALS

During my 5+ years of teaching experience, I have cultivated individuals into actively pursuing employment within various engineering disciplines. At this time, I want to practice my craft, utilize the skills I obtained in college.

AREAS OF EXPERTISE

Visual Basic, Fortran, AutoCAD, AutoDesk Inventor, MatLab, Multi-Sim and PSPICE

EDUCATION

Secondary Mathematics Teaching Certification - University of Missouri, St Louis, MO
B. S., Electrical Engineering - Clark Atlanta University, Atlanta, GA

RELATED COURSEWORK

Wireless Communications, Digital Signal Processing, Signal and Systems, Power Systems and Control, Antenna Design, Electronics, Electromagnetism, Electrical Circuit Analysis, Computer Logic Design, Engineering Statistics/Dynamics, Engineering Thermodynamics

PROFESSIONAL EXPERIENCE

East Saint Louis School District 189 – East Saint Louis, IL **2011–2011**
Mathematics Teacher

- Produced improved Illinois Standards Achievement Test (ISAT) scores by actively engaging students with diverse instructional strategies.

Liberty Tax Service - Florissant, MO **2004–Present**
Assistant Manager-Tax Preparation

- Direct and supervise a staff of six or more in individual and business tax preparation in which results in increased quantity and revenue each season.
- Derived proven front office and processing procedures to ensure accuracy and customer referrals.

Be Smart In Home Tutorial - Saint Louis, MO **2004–Present**
Instructor/Tutor

- Provide successful studying techniques to students of all grade levels in reading comprehension, mathematics, science, and American College Testing (ACT) yielding a minimum of a 10% gain.

Saint Louis Public Schools - Saint Louis, MO **2005–2010**
Mathematics and Digital Electronics Teacher

- Developed and implemented team classroom management procedures to meet performance goals and content level objectives.
- Conducted data driven analysis in which optimized measurable student achievement.

Clark Atlanta University – Atlanta, GA **2002–2003**
Engineering Intern (Wireless Communication)

- Excelled in strong designing, building, technical writing and oral presentation of experimental conclusions and results.