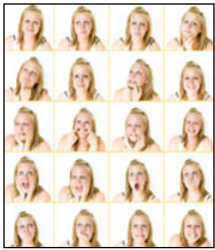


Preparing a Resume for a Position in Education

If you are an educator, emphasizing a unique attribute or specialization that is marketable in the education industry will set you apart from the competition. Whether you specialize in elementary education, middle school math, or high school biology, do what you can to attend seminars and to stay current on issues related to your area of expertise, and be sure to mention training seminars and professional affiliations on your resume. At a time when many teachers from the previous generation are retiring, there is a dire need for elementary and secondary educators, as well as educational administrators. Educational opportunities in public schools are plentiful but include many challenges. Despite these challenges, it is your undying enthusiasm that will ensure a good fit in a classroom you can call home for years to come.

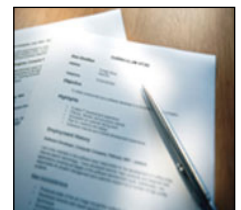


The logistics job market offers a wide variety of positions, including those in distribution, shipping, packaging, inventory planning, vendor management, transportation, and warehouse supervision. While job changes are common, a large number of positions remain available at all times.

There are several things you will want to remember when writing a resume for the educational field. First of all, keep in mind that there are likely a lot of people applying for the position you are seeking. Secondly, there are a lot of educators out there. That said, you are all going to be specializing in different areas. As such, you will want to choose the positions for which you send your resume very carefully. Of course, how you list your degree will probably be straightforward, but even that can be presented in various ways, and should be as necessary. If you apply, for example, to the same position with 10 other people who have the same degree, you should be sure to include something that sets you apart from the other applicants.

Your unique attribute will make you more likely to get the job over the other applicants. This uniqueness could be the classes that you took in school, or it could be something in your history or your life experience that makes you uniquely qualified for the educational jobs you apply for. When you do apply, remember that your resume should serve to highlight your skills and experience in such a way that it catches the eye of the person reading it. You want to be sure to draw the prospective employer's eye to your resume above all others, so that you are the one applicant who really gets noticed. Again, there may be a lot of people who are applying for each vacancy you apply for, so you want to make it obvious that you are the best person to get the job done.

There are several ways to get noticed. First, highlight the relevant experience you have had. Have you taught this particular subject before, or have you gained experience while student teaching in this particular subject? If so, you would certainly want attention brought to that experience. A word of caution, however: teachers are always being asked to change and grow. If you have taught the same subject for a number of years, then, be sure that you indicate how you changed and grew in continuing to provide the highest level of education that you possibly could. You want prospective employers to know that you are going to provide the best information possible. Go ahead and highlight any changes that you implemented, or even the changes you simply embraced and went along with. This added insight will show that you are ready and willing to grow, even if you also have the advantage of years of experience.



There are some other things to keep in mind in the field of education. Two things, in particular, are very important: the experience you have had in the classroom and the education you yourself have had. If you don't have any experience, or if your experience isn't what it should be for the type of job to which you are applying, you want to highlight your own education and the things that you did while you were in school. No matter what type of educational degree you have, it should mean that you do have some classroom experience — almost all education degrees require a significant amount of class time in the course of earning them. Therefore, you really want to focus on highlighting these things as a part of your resume. Anything that you can do to show how you had experience during your education is important.

Another thing you want to be sure about as you draft your resume is that you are giving yourself plenty of chances to showcase your professional qualifications and achievements, such as licenses and any other types of certification that you have received. This is going to end up being very important, because your certifications are what you will use to prove that you can do the job in many different states. So, be sure that this information is on your resume and that it is prominently displayed.

Educational directors also want to see several other things. To begin with, they want to see a passion for the subjects that you hope to teach. Such passion can be shown through things that showcase the ideas that you have and how serious you are about them. For instance, if you want to teach young children, be sure that you are a member of an organization like the National Association for the Education of Young Children.

Your teaching resume should also focus clearly on the things that you can achieve in a classroom. Be sure that you read the policies for the district that you are applying to before you send your resume. That way, you can edit your resume in order to really clarify how you feel in regards to the various policies that the particular district might have. This is something that you can do quite easily, and something that you should be doing whenever possible.