



CONTACT



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<http://www.matthamil.net>



EDUCATION

BACHELOR OF ARTS

Georgia Southern University

Major: Political Science Minor: History

1997 - 2002

CERTIFICATE

Georgia Northwestern Technical College
Computer Information Systems - Web Design
2004-2005

MASTER'S IN SECONDARY EDUCATION

Grand Canyon University

Emphasis in Humanities

2023-2025

HONORS

Kappa Delta Pi

CERTIFICATIONS

Georgia Paraprofessional Certification

Georgia Clearance Certification

GACE CERTIFICATION

History

Matthew Hamilton

Writer and Future Educator

PROFESSIONAL SUMMARY

I am a dedicated individual passionate about helping students succeed in and out of the classroom. I have experience working with students in a variety of educational settings. I am skilled at behavior management, classroom organization, instruction, and meeting each student's individual needs. I am committed to fostering a safe, positive learning environment for all students.

WORK EXPERIENCE

• SUBSTITUTE TEACHER

Catoosa County Public Schools

2024 - Present

- Adapted to diverse classroom environments
- Delivered engaging and dynamic lessons while following the regular teacher's lesson plans
- Provided individual assistance and support to students, addressing diverse learning needs and skills

• SPECIAL EDUCATION PARAPROFESSIONAL

Catoosa County Public Schools

2023 - 2024

- Observed students' performance and recorded relevant data to assess program
- Presented subject matter to students under teacher guidance
- Assisted lead teacher in developing and implementing daily plans for students

• PLANT MANAGER

O.S.A. Inc.

2006 - 2023

- Completed and maintained all records of a strict quality control program
- Built and maintained a proper safety program
- Initiated and coordinated inventory and cost control programs using Excel and other tools
- Implemented operational and emergency procedures