

**ANISHA SMITH**  
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Mobile: 07777 888 999  
Email: jsmith1@email.co.uk      Teacher Registration No: ●

## KEY SKILLS ●

**Teamwork and relationship building** My ability to foster good relationships with other staff, pupils, parents and carers has been noted by my placement mentors. I enjoy collaborating with colleagues to develop resources co-operatively and to share ideas and specialist knowledge, taking the lead on projects such as the well-received Environmental Week during my final placement.

**Planning and organisation** I have considerable experience of successfully organising activities and using detailed planning in my teaching, in my voluntary committee work and as district organiser for Watch. Achieved Excellent for this area within my final placement assessment.

**Communication** My time spent in schools and with Watch has shown that I can successfully communicate with, and relate to, a wide age and ability range. Through my undergraduate degree and PGCE, I have developed high-level written and presentational skills, achieving consistently high grades and great feedback. I enjoy using a wide range of science communication tools including real world learning, video, lab work and visits to engage students and increase their understanding of key concepts

**Commitment to continuous improvement and innovation** I am proactive in my professional development and have undertaken a number of additional CPD opportunities, such as attending The Big Nature Study conference. I used ideas gained to devise creative new resources and to reflect on practice. I have a passion and enthusiasm for my subject area and am a member of the Royal Society of Biology.

**Inclusive practice** I set high standards for myself and all pupils and always aim to understand the needs of the entire class – on placement I have worked with pupils with SEN, the highly able, and students with EAL and have received good feedback on my abilities to differentiate my lessons and my use of assessment to check progress.

**Information communications technology** I have a good knowledge of a range of Microsoft applications, including Word, Access, Excel, PowerPoint, Publisher and Photoshop, which helps me to produce creative teaching resources. ●

## EDUCATION AND QUALIFICATIONS

2022 - 2023      **PGCE Secondary Biology (Distinction)**      **City University**

- Able to teach all three sciences to GCSE level and biology up to A level.
- Gained an understanding of the theory underpinning science education.
- Practised innovative teaching and assessment methods, including experiments - such as extracting DNA from a kiwi fruit!
- Solid knowledge of health and safety requirements and strategies for maintaining a quality laboratory work environment.

2019 - 2022      **BSc (Hons) Biology 2.1**      **City University**

- Taking an environmental approach to biology with the emphasis on laboratory, computational biology and communications skills.
- Practical final year research project 'An investigation into the morphological adaptations seen in social insects'.

Include your **teacher registration number** here. You should have it by the time you start to apply for jobs.

When producing a skills-based CV make sure you emphasise the skills most relevant for teaching roles. If you are sending your CV for a particular role you have seen advertised, use the skills mentioned in the job advert or from the person specification.

Don't just list skills; where possible give specific evidence.

Successfully conveying your enthusiasm for your subject, and your desire to share this, is a great selling point for a teaching CV.

Outlining abilities in IT can be a real selling point for school roles – especially if you can show how this has helped with producing resources, for example.

Give an overview of topics covered and mention any special features of your course.

2012 - 2019 **City Grammar School for Girls**

- A levels: Biology (C), Chemistry (C), Psychology (B)
- AS level: Art (B)
- 7 GCSEs grade A–C, including Maths, English, Biology, Chemistry and Physics

## SCHOOL EXPERIENCE

2023 **Comprehensive School, Nottingham** 11-week block practice

**My overall grading: Outstanding**

- Taught balanced science up to Key Stage 3 and biology to Key Stage 4.
- Responsible for planning, teaching and assessment of 80% of the timetable.
- Helped form tutor for Year 8 group – taking responsibility for attendance and behaviour.
- Ran a tutorial session on bullying and friendship using restorative practice.
- Led on Environmental Week activities – involved the wider community, including parents and local businesses, fostering several new school community partnerships.

Mention any gradings and results.

2022 **Royal City High School, Nottingham** 6-week block practice

- Taught biology, chemistry and physics up to Key Stage 3.
- Worked with a Year 7 group with additional needs to improve their learning.
- Had the opportunity to participate in a Reflective Inquiry programme.
- Contributed to staff meetings regarding assessment and incorporated new strategies for assessment for learning into my practice.
- Helped organise and supervise a Biology of Living Things trip. I also had the opportunity to share the learning with other staff via a peer training day - receiving positive feedback for my input from my mentor.

Rather than simply listing duties, mention specific achievements, successes and any progress made. Even on a very small scale, this is impressive. Also include anything 'extra' which shows that you went over and above what is expected of you.

2021 **New Road School (Comprehensive)**

- Voluntary classroom assistant supporting pupils within science and technology lessons. Gained valuable experience across the whole age range of the school.

Avoid repeating identical information from one role/ placement to the next - try and think of different areas of responsibility that you could mention.

## WORK EXPERIENCE

2019 - 2021 **Part-time district organiser for Watch (environmental charity)**

- Led a small team of volunteers. Planned, organised and publicised a programme of events and activities for a membership of 200 adults, children and young people.

2019 - 2021 **Asda**, Customer service

## assistant INTERESTS AND ACHIEVEMENTS

- A volunteer for The Conservation Volunteers (TCV) for 5 years and attended training courses in practical conservation and the environment.
- Enjoy outdoor pursuits, including walking and youth hostelling.
- Duke of Edinburgh Silver Award, 2016.

Include any hobbies and interests that will show your personality and might add value in a school environment - to bring lessons to life or to contribute to the wider life of the school, extracurricular clubs, etc.

## REFEREES

Professor Jones  
Dean of Education  
Faculty of Education  
City University  
City AB1 2CC  
Tel: 01234 567 890  
Email: edadmin@uni.ac.uk

Mrs Smith  
Head of Science  
Comprehensive School  
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If you are short of space on your CV, it may on occasion be acceptable to write 'References available on request'. Check what is required in the job advert.