



# CANDICE HILLMAN

Mathematics Tutor

## DETAILS

### Contacts

1515 Pacific Ave, Los Angeles, CA 90291, United States  
[email@email.com](mailto:email@email.com)  
(541) 754-3010

### Driving license

Full

### Place of birth

San Antonio

### Nationality

American

## PROFILE

*Empathetic ATA certified Maths Tutor who has what it takes to assist students in dealing with intimidating maths subjects in their first two years of university. Use inspiring tutoring messages to help them overcome their fears for mathematical disciplines and also engaging them with fun and enjoyable learning activities to achieve mathematics Mastery. Currently completing a Ph.D. in Mathematical statistics and also able to tutor students in Spanish.*

## EMPLOYMENT HISTORY

### Mathematics Tutor, Tutors4U, Online

JANUARY 2020 – PRESENT

*Implemented a Math Enrichment Program to accommodate 60 students who were not quite ready to move to advanced level sessions.*

- Tutoring students in Algebra, Geometry, Trigonometry, Statistics, calculus, and probabilities
- Developing resources to fulfill the individual needs of students
- Evaluating and measuring maths skills before tutoring contracts commencing to ascertain skill level and identify areas of improvement
- Write pre-tutoring reports to inform parents, guardians, and students of the tutoring plan for the year
- Continuously measure and monitor students progress in all mathematical disciplines throughout the year
- Coordinate with teacher and library facility to schedule individual tutoring sessions during school hours for students who need intensive daily tutoring

### Mathematics Tutor, TutorMeToo, Nashville

JANUARY 2018 – DECEMBER 2019

*Managed to improve the average student mathematics grade by 24% during 6 months*

- Help students to complete maths projects and homework assignments
- Assist learners in preparing for exams and weekly quizzes taken at school
- Provide detail progression reports regarding mathematical skills improvement to teachers, parents, guardians and the students themselves
- Provide in-depth tutoring sessions for students who require assistance in SAT Mathematics
- Create lesson plans, manuals and revision curriculum for maths students

- Facilitate mock exams twice per year to re-enact real-life exam conditions to prepare students for a stressful testing environment
- Create customized supplementary curriculum and lesson plans for special needs students
- Motivate students by implementing various recognition and rewards

### Mathematics Tutor, Mikon Maths, Knoxville

JANUARY 2015 – DECEMBER 2015

*Achieved a 99% satisfaction score from parents at the end of the academic year.*

- Train students to fully understand the foundational concepts of mathematics, various processes of calculations and alternative methods of computations
- Take attendance registers before each tutoring session
- Follow up and mark tutoring homework assignments
- Facilitate discussions with learners monthly to determine how well they are adapting to the tutoring sessions
- Conduct quarterly discussions with parents and guardians to discuss each student's progress
- File reports online for parents and guardians to keep informed about scheduled sessions and the topics covered during each session as well as homework assignments that need to be completed before the next session
- Respond to queries regarding the curriculum of tutoring approach in person
- Conduct remote online sessions to undergraduate students in various mathematical disciplines during weekends

## EDUCATION

### Masters Degree in Applied Mathematics, Harvard University, Cambridge

JANUARY 2020 – PRESENT

### Bachelor's Degree in Mathematical Statistics, University of Ohio, Denver

JUNE 2016 – JANUARY 2018

Majors: Mathematical Statistics, Mathematics

Minors: Probability Theories, Calculus

## LINKS

[Linkedin](#) [Instagram](#) [Facebook](#) [Twitter](#)

## SKILLS

Algebra

Aleks

Calibration

SAS

Data Analysis

Finite Elements

Curriculum Design

Client Feedback

Revision Programmes

Geometry

MyMaths Lab

Permutations

Sharepoint

Group Presentations

Coaching and Mentoring

Grading Papers

Record Summaries

Performance Assessments

Course Facilitation

Lesson Planning

Creating Quizzes

Manipulatives

Progress Reports

Exam Papers

Exam Preparation

Topic Explanations

Training Design

Classroom Management

## LANGUAGES

English

---

Spanish

---

Dutch

---

## HOBBIES

Running, Mountain Biking, Artist

## COURSES

**Certified Tutor for Elementary School Grades,, American Tutoring Association (ATA), Online**

JANUARY 2018 – DECEMBER 2018

**Professional Mathematics Tutor Certification, National Tutoring Association, Lakeland, FL 2012 – Skooli**

**Certificate for Online Tutoring,, Skooli, Online**

JANUARY 2016 – JUNE 2016