

CANDICE HILLMAN

Mathematics Tutor

1515 Pacific Ave, Los Angeles, CA 90291, United States

(541) 754-3010

email@email.com

Place of birth *San Antonio* Driving license *Full*
Nationality *American*

LINKS

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

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** Jan 2020 — Present
Online

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** Jan 2018 — Dec 2019
Nashville

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** Jan 2015 — Dec 2015
Knoxville

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

❖ **Harvard University** Jan 2020 — Present
Masters Degree in Applied Mathematics Cambridge

❖ **University of Ohio** Jun 2016 — Jan 2018
Bachelor's Degree in Mathematical Statistics Denver

Majors: Mathematical Statistics, Mathematics

Minors: Probability Theories, Calculus

SKILLS

Algebra	Client Feedback
Geometry	Record Summaries
Aleks	Revision Programmes
MyMaths Lab	Performance Assessments
Calibration	Course Facilitation
Permutations	Exam Papers
SAS	Lesson Planning
Sharepoint	Exam Preparation
Data Analysis	Creating Quizzes
Group Presentations	Topic Explanations
Finite Elements	Manipulatives
Coaching and Mentoring	Training Design
Curriculum Design	Progress Reports
Grading Papers	Classroom Management

LANGUAGES

English *Native speaker* Spanish *Native speaker*
Dutch *Highly proficient*

HOBBIES

Running, Mountain Biking, Artist

COURSES

❖ **Certified Tutor for Elementary School Grades,** Jan 2018 — Dec 2018
American Tutoring Association (ATA), Online

❖ **Professional Mathematics Tutor Certification, National Tutoring** Jan 2016 — Jun 2016
Association, Lakeland, FL 2012 – Skooli Certificate for Online Tutoring,
Skooli, Online