

XueXin Jin

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EDUCATION

Master of Mathematics, Texas A&M University-Commerce, Commerce, Texas, May 2014

Bachelor of Mathematics, Capital Normal University, Beijing, China, June 2010

CERTIFICATIONS

Certification of Teacher of Mathematics for Junior High School (7, 8, 9th grades), China

Certification of Chinese (Mandarin) for Teachers, China

Preparing for PreAdmission Content Test to get certified of Mathematics 4-8 with ESL supplemental with Region 10

WORK EXPERIENCE

Middle School Math teacher, Harmony Science Academy, Dallas TX Aug. 2015 – Aug. 2017

- Plan a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students.
- Create a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Prepare lessons that reflect accommodations for individual differences.
- Prepare for classes assigned and show written evidence of preparation upon request of immediate supervisor.
- Maintain accurate, complete, and correct records as required by law, district policy, and administrative regulations.

Instructor for Mathnasium (Math Learning Center), Dallas TX Sept. 2014 - Current

- Work with students in elementary, middle school, and high school levels
- Tutor and reinforce curriculum to individual students
- Present and administrate individual learning program for each student
- Prepare & help students review materials for various state and standardized exams

Graduate Teaching Assistant, Texas A&M University-Commerce, TX, Jan. 2012 - May 2014

- Taught developmental mathematics courses as instructor of record for 2 semesters
- Provided supplemental instruction for calculus courses
- Assisted with students and courses for mathematics education classes · Graded papers and record grades for 4 professors covering 5 classes

Executive Assistant, China Banking Regulatory Commission, Beijing, China, May 2011 – July 2011

Accountant Assistant, Vocation International Certified Public Accountant Co., Ltd, Beijing, China, Jan. 2010 – Aug. 2010

ORGANIZATIONS

Member – Pi Mu Epsilon, the honorary national mathematics society and Mathematical Association of America

VOLUNTEER EXPERIENCE

Served as a resource in the Lion Camp, Texas A&M University-Commerce

Assisted with activities for Chinese Student Association, Texas A&M University-Commerce

Assisted with a community garden in Dallas, TX

ACTUARIAL EXAMS

Society of Actuaries Exam P (Probability), passed on Sept. 2013

Society of Actuaries Exam FM (Financial Mathematics), passed on April 2014

TECHNOLOGY SKILLS

Eduphoria!, MS Excel (with VBA), MS Access, SQL, Mathematica, and MatLab