

Michelle Moreton

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I am a highly motivated and adaptable classroom teacher seeking part-time work, or a job-share, in or around the Nailsby area. My record of success includes four years working in industry and extensive practical experience in the education sector. I have undertaken my teacher training during my children's early years, and am keen to put my significant investment in obtaining my PGCE to immediate use.

Education

2006 – 2007	University of Leicester	Post Graduate Certificate in Education with subject specialism in science
2002- 2005	Open University	BSc (Hons) Open 2:1
1993 -1995	University of Loughborough	BSc Biological Chemistry 2 years completed
1986 – 1992	Southsea Comprehensive	9 GCSEs, 3 A levels

Employment

Dates	Role	Skills and experience
June 1997 – May 2001	Material controller/purchaser – Burtons Bakery, Leicester Key team member in a busy logistics department	<ul style="list-style-type: none">Controlling raw ingredientsControlling packaging coming in and out of the factoryLeading a team of warehouse staffScheduling meetings with clients and negotiating price of productsMaintaining close contact with the sales team.
January 1997 – June 1997	Marketing assistant – Burtons Bakery, Leicester Team member in the marketing department	<ul style="list-style-type: none">Carrying out general clerical dutiesDeveloping and maintaining spreadsheets and databasesManaging small projects within the groupPresenting findings in team meetings.

Voluntary work

Dates	Role	Skills and experience
Sept 2004 – Sept 2005	Chair- Nailsby Pre-School Committee My year as chair was an extremely successful period for the Nailsby pre-school.	<ul style="list-style-type: none">Chairing regular meetings.Managing staff.Dealing with issues from parents and staffOverseeing finances.Co-ordinating fundraising (£6,000 raised in 2004–5).Managing the school refurbishment project (internal and external decorations, plumbing, windows, door, safety equipment, furniture, and teaching resources)Recruiting new head and deputy. (<i>cont ...</i>)

Voluntary work (cont)

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| September 2002 – present | Voluntary Classroom Assistant – Nailsby C of E Primary School

Minimum of one morning per week working across the key stages. | • Undertaking a variety of tasks – for example putting up displays or delivering class presentations. |
| September 2003 – present | Relief worker - Nailsby Pre-School

I work as a 'parent helper' when staff are unable to attend. | • Undertaking a variety of tasks with pre-school children. |

Community groups

Nailsby School Association

We run numerous fund raising activities for the school throughout the year.

Nailsby Pre-School committee

We help the chair make all the decisions on the running of the school and raise money to help with the funding of the school.

Nailsby Christmas Tree Committee

We have raised over £4,000 to hold an annual event every year in the village culminating in the turning on of the Christmas tree lights. This is now a popular community event.

Interests

Long distance running

I have always enjoyed sport and outdoor pursuits, and originally took up running to keep fit. I have now completed two half-marathons and plan to do a full marathon soon.

Team sports

While at University I was a member of the first netball and rugby teams. I currently play centre for a netball team in the Midlands League.

Walking

I frequently do long hikes in the hills and mountains. My childhood love of the outdoors has stayed with me throughout my adult life.

References

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| Jane Boxwood
Phase Leader (year 5/6)
Nailsby C of E Primary School
Rugby Road
Nailsby
CV49 6TD | Tony Broughton
PGCE Primary Flexible Course Director
Marwell Building
University of Leicester
LE4 9FW |
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