

Danielle Roberts

Buckeye,AZ, 85326 | Mobile: (773) 803-9564 | Email: Droberts6779@gmail.com
[Danielle Roberts - Middle School Teacher - Washington Elementary School District](#) | [LinkedIn](#)

Educational background

Arizona State University, Tempe,AZ 85281

Bachelor's of Arts in Secondary Education
Summa Cum Laude
Delta Sigma Theta Sorority Inc.

Completion Date: December 2023

Work Experience

Cholla Middle School / Washington Elementary School District
Phoenix, AZ, 85029

Job Title: Middle Grade Math Teach

August 2025- Present

- Ensure general education students' IEP accommodations are met
- Monitor assessments for at-risk students
- Implemented customized education programs to enhance student learning experience.
- Handled disciplinary issues according to established district procedures.
- Coordinated with other teachers to develop and implement cohesive learning plans.

Maryland School / Washington Elementary School District
Phoenix, AZ, 85015

Job Title: Middle Grade Math Teach

December 2023 - June 2025

- Developed weekly lesson plans and selected classroom materials that aligns with the district's curriculum guidelines.
- Scheduled parent conferences to discuss student progress.
- Implemented a School Wide Community Service Project.

Synchrony Financial, Phoenix, AZ 85029

January 2023 - Aug 2023

Full-Time

- Open and maintain customer accounts by recording account information
- Resolve product or service problems by clarifying the customer's complaint; determining the cause of the problem; selecting and explaining the best solution to solve the problem; expediting correction or adjustment; following up to ensure resolution
- Maintain financial accounts by processing customer adjustments
- Build sustainable relationships of trust through open and interactive communication

Fedex Logistics, Phoenix, AZ 85034

May 2021- January 2023

Full-time

- Prepare and process import and export documentation according to customs regulations, laws, or procedures.
- Followed SOPs with all customer account actions and data management to keep consistent service levels.
- Completes proper tariff classification for imported goods.
- Maintains uniform business practices and procedures to ensure compliance with Customs and Border Patrol and other government agency laws and regulations.

Skills

- Critical Thinker • Multi-Tasking • Organization Skills • Microsoft Office • Attention to details • Take Initiative

Activities & Awards

- The Washington Apple Teacher Award
- 2nd Degree Black Belt in Martial Arts
- Overall Point Champion in the Midwest United Martial Arts Association
- Youngest Black Belt in Lofton's Fighting Tigers History
- Rebuild Tuskegee Group Leader
- Member of Next Step Up Mentorship and Tutoring Program
- Ignite Fellow of Teach for America

References

Available upon request