

James A. Abron

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www.act-sat-tutors.com

Telephone: 734-612-8340

PROFESSIONAL TUTOR / ACADEMIC COACH

- WyzAnt Tutor - certified by examination to tutor 30 subjects on WyzAnt.com
- Tutor Universe Tutor - working knowledge of video instruction & whiteboard technology
- Tutor Select Online Tutor – working knowledge of on-line tutoring from TutorSelect.com

AREAS OF EXPERTISE

- Elementary Mathematics
- Middle School Mathematics
- Geometry
- Trigonometry
- Algebra I & II
- ACT Writing Prep
- ACT English Prep
- ACT Mathematics Prep
- ACT Science Prep
- ACT Reading Prep
- SAT Writing Prep
- SAT Math Prep
- SAT English Prep
- Study Skills
- Career Development

PROFESSIONAL EDUCATION

- M.B.A. Golden Gate University, San Francisco, CA Major: Business Administration
- B.S., Eng Purdue University, W. Lafayette, IN Major: Civil Engineering
- Certificate Schoolcraft College, Livonia, MI Major: Conflict Resolution

PROFESSIONAL CREDENTIALS

- Certified Master Tutor National Tutoring Association N/A
- Certified Advanced Academic Coach National Tutoring Association N/A
- Community College Instructor State of California No. 001 ABR
- Certified Professional Coach Strategic Learning Alliance N/A
- Professional Engineer State of Michigan No. 6201046389
- Project Management Professional Project Management Institute No. 3262

TEACHING/TUTORING EXPERIENCE

- Contract Tutor Elevate Learning LLC, Chicago, IL 2013 to Present
Certified by examination to tutor SAT mathematics, Algebra I & II, Analytic Geometry, English, and Social Studies for grades 3-12 in an online environment. Students come from diverse backgrounds from high schools across the country.

Independent Tutor	Top Tutor Company, Livonia, Michigan See www.top-tutor.net Principal of private tutoring firm specializing in math, science and reading. The firm provides tutoring and academic coaching in elementary and middle school math, algebra, trigonometry, geometry, pre-calculus, ACT, PSAT, SAT, GED, ASVAB standardized exam.	2010 to Present
Substitute Teacher	Unified Staffing, Flint, Michigan Contract position teaching middle and high school level math, science, business, social studies and history at the Academy for Business and Technology, Consortium College Prep, George Crockett Academy, and Pierre Toussaint Academy in metropolitan Detroit.	2012 to 2014
Adjunct Instructor	Keller Graduate School of Management, Chicago, IL Taught masters level project management courses to business administration students in an online setting. With an average class size of 25 students	1999 to 2000
Adjunct Instructor	University of California, Berkeley Extension Taught project management fundamentals course in graduate certificate program. Developed lesson plans, presentations and delivered instruction.	1996 to 1998
Adjunct Instructor	Diablo Valley College, Mt. Pleasant, CA Taught construction technology and construction documents – contracts, bid documents, specifications, change orders and claims. Developed lesson plans, presentations, and computer programs to complement coursework.	1994 to 1996

PROFESSIONAL MEMBERSHIPS

- National Tutoring Association
- Project Management Institute
- International Coaching Association
- American Society of Civil Engineers

VOLUNTEER WORK

Mentor/Tutor	McKinley Elementary School, Toledo, Ohio In-class mentor for the "Ohio Reads" program. Mentored assigned student in reading literacy two times a week over a semester. Successfully raised reading level of student.	2005 to 2009
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