

# ▶ Rachel Watkins

Details on Request

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e-Portfolio: <http://rachelw87.wordpress.com>

## Education

**Bachelor of Teaching/Bachelor of Arts (Secondary)** (2007-Current)

**Australian Catholic University**

- ▶ Major: Technology
- ▶ Minor: Computers

**Bachelor of Design and Technology (Incomplete)** (2005-2006)

**University of Western Sydney**

Subjects completed:

- ▶ Applied Ergonomics
- ▶ Engineering and Industrial Design Practice
- ▶ Marketing Principles
- ▶ Industrial Graphics 1: Presentation
- ▶ Sustainable Design: Materials Technology
- ▶ Engineering and Design Concepts
- ▶ Industrial Graphics 2: Transition
- ▶ Design Studio 1: Themes and Variations
- ▶ Sustainable Design: Life Cycle Analysis
- ▶ Design Management 2: Corporate Image and Identity
- ▶ Sustainable Design: Sustainable Futures
- ▶ Design Studio 2: The Design Proposal
- ▶ Industrial Graphics 3: 3D Solids

**Higher School Certificate (HSC)** (2004)

**Bede Polding College**

- ▶ Business Studies
- ▶ Community and Family Studies
- ▶ Design and Technology
- ▶ English (Standard)
- ▶ Italian Beginners
- ▶ Religion, Catholic Studies
- ▶ Visual Design

**School Certificate** (2002)

**Bede Polding College**

## Employment

**Office Administrator** (2004 – Current)

**Wilkinsons Real Estate**- 23 Garfield Rd East Riverstone NSW 2765

- ▶ Customer service
- ▶ Filing
- ▶ Database Entry
- ▶ Cleaning
- ▶ Answering phones
- ▶ Cold calling
- ▶ Updating Advertisements
- ▶ Cash Handling

**Seasonal Farm Hand-Hawkesbury Produce**

- ▶ Picking and Packing
  - Mandarins
  - Guavas
  - Mangoes
  - Watermelons
- ▶ Packaging and Delivery of Prawns

**Practicum Experience**

**St Agnes Catholic High School-Rooty Hill** (Current)

3 day observation  
3 weeks active teaching  
Supervising Teacher: Sue Roberts

**Karonga Special School-Epping** (2008)

2 weeks as a teacher's aide  
Supervising Teacher: Debbie Marks

**Mt St Benedict College-Pennant Hills** (2008)

8 day visits which included both observation and active teaching experience  
Supervising Teacher: Christine Hunter

**Interests**

- ▶ Music
- ▶ Soccer
- ▶ Reading
- ▶ Art and Craft
- ▶ Movies
- ▶ Fishing

**Referees**

Available on request