

Alexandra A. Enriquez

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EDUCATION & LICENSURE

Old Dominion University, Norfolk, VA
Master of Library and Information Studies
Concentration: School Library
GPA: 4.0

December 2022

The George Washington University, Washington, D.C.
Master of Arts in Special Education
Concentration: Secondary Special Education and Transition Services
GPA: 4.0

December 2017

Marymount University, Arlington, VA
Bachelor of Arts in Theology
GPA: 3.9

May 2007

Relevant Courses: Production of Instructional Materials, Knowledge Resources: Planning, Selecting, & Managing Collections, Library Media Services and the Curriculum, and Information Literacy Instruction.

Computer Skills: Schoology LMS, Google Suite, Read&Write, Microsoft Office Suite

LICENSURE

School Library Endorsement (Pending Fall 2022)
American Red Cross First Aid and CPR (Pending April 2022)
Dyslexia Awareness Training (Completed January 2022)
Special Education General Curriculum Teacher Licensure (Completed July 2019)

RELATED EXPERIENCE

Fairfax County Public Schools, Fairfax, VA

Special Education Teacher - English 9

August 2017 – Current

- Design and implement curriculum and learning strategies in an engaging and collaborative approach.
- Evaluate student's performance and utilize data to plan for future instruction and IEP goals.
- Support students with a range of social, emotional, learning, and behavioral needs.
- Incorporate technology into daily lesson plans to support students' varying needs and learning styles.
- Actively participate in the school wide PBIS program to encourage positive student behavior.

ADDITIONAL EXPERIENCE

Fairfax County Public Schools, Fairfax, VA

Administrative Assistant

November 2011 – July 2016

- Assisted school and office-based administrators with scheduling, filing, gathering and organizing data.
- Maintained daily accurate student attendance records.
- Addressed school and community based inquiries regarding student and school matters.

Logenix International, LLC, Alexandria, VA

Project Coordinator

June 2010 – July 2011

- Executed government contracts worldwide by managing shipments and organizing warehousing.
- Corresponded with clients and collaborated with associates concerning worldwide projects.
- Prepared bids to provide services for worldwide government shipping contracts.