HIROSHI SATO

hiroshi.sato88@example.com • linkedin.com/in/hiroshi-sato • Berlin, Germany

SUMMARY OF QUALIFICATIONS

- Teacher who plans engaging lessons and keeps high expectations.
- Experience across 3 employers, most recently as Head of Year at Hillcrest School.
- Works closely with parents and support staff.
- Known for clear communication with colleagues and for following work through to the end.

EDUCATION

TU Berlin — **Berlin**

BEd Primary Education — *2021*

PROFESSIONAL EXPERIENCE

Hillcrest School — **Berlin**

Head of Year — *Nov 2025 – Present*

- Led the school's reading intervention programme.
- Supported trainee teachers on placement.
- Planned and taught lessons for classes of up to 53 pupils.
- Marked assessments and gave written feedback within a week.

Hillcrest School — **Berlin**

Teacher — *Jun 2024 – Oct 2025*

- Planned schemes of work with the year group team.
- Tracked pupil progress and adapted lessons for different needs.
- Worked with the SENCo on support plans for pupils with additional needs.
- Ran small-group catch-up sessions for pupils who had fallen behind.

Hillcrest School — **Berlin**

Teaching Assistant — *Aug 2022 – Jun 2024*

- Kept behaviour records and followed the school's policy consistently.
- Organised trips and after-school clubs.
- Led the class's assemblies and performances.

INITIATIVES

Reading recovery programme

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

STEM club

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

TECHNICAL SKILLS

General: Microsoft Office, Google Classroom
Languages: English (Fluent)

CERTIFICATIONS

- QTS
- Safeguarding Level 2

EXTRA-CURRICULAR ACTIVITIES

- Organiser of a monthly running club with around 30 members.
- Member of a community choir.
- Treasurer of a local sports club, keeping the accounts and membership list.

REFERENCE

Grace Brennan
Head of Operations, Bridgewater Primary
Contact: grace@example.com