

Lee L. Romero

Albuquerque, New Mexico 87105

Email

Education:

Wayland Baptist University

Spring 2011

Bachelor of Science in Occupational Education-Specializing in Social Science Studies

Qualifications Specific to Field of Education:

Teacher Atrisco Heritage Academy High School

Teacher, Rio Grande High School Special Education

- *Substitute Teacher, Atrisco Heritage Academy High School*
- *Cibola High School and Volcano Vista High School*
- *Coursework- introduction to Special Education, Writing I.E.P*

Field Observations in Special Education classrooms

- 1) *Cibola High School*
- 2) *Atrisco Heritage Academy*

Coaching experience

- 1) *Rio Grande High School Freshmen Baseball* **2001-2007**
- 2) *Albuquerque High School Freshmen Baseball* **2006**
- 3) *Atrisco Little League* **1996-2010**
- 4) *Rio Grande Junior Wrestling* **1994-2004**

Additional Training:

- *Religious Education Instructor* **1996-2006**
- *“Train the Trainer”* **1990**
- *CPR (First Aid)* **2010**
- *USA Wrestling National Coaches ED Program* **1995-2004**
- *National Safety Council (Phoenix Arizona)* **1996**
- *Substance Abuse Policy/Reasonable Suspicion Training* **1996**
- *Personnel Rules and Regulations* **2001**
- *Verbal Judo, Anger MGT, Customer Service* **1999**
- *Sexual Harassment/Diversity* **1998**
- *Waste Screening/OSHA Blood Born Pathogens* **2003**
- *Various other training/ certificates related to previous job*

Employment:

Waste Management

2017 to present

Residential Driver

- *Provide residential and commercial trash collection and disposal.*
- *Oversee large item disposal, recycling, and neighborhood clean-up support.*
- *In compliance with State and Federal regulations.*
- *Ensure environmental safety at old landfills and convenience centers.*
- *Responsible for waste disposal.*
- *Work with the general public.*
- *All other duties as assigned*

Mescalero Apache School

2016-2017

Elementary Counselor/ Dean of Students

- *Provide guidance to all children which involves observation as well as speaking with teachers and parents to evaluate student's individual strengths or special needs.*
- *Ensure students have access to the resources necessary for academic and social development.*
- *Assess children for mental health issues as needed.*
- *Ensure that curricula and programs address the developmental and educational needs of students.*
- *Work with school personnel to ensure a safe and healthy environment for every student.*
- *All other duties as assigned.*

Herrera Coaches:

2016-2017

Charter, and School Bus Driver- P and S Endorsement

- *Responsible for picking up and dropping off passengers.*
- *Responsible for the maintenance and repair of the bus which must be done on a regular basis to ensure a safe trip for passengers.*
- *Good customer service skills and work well with others.*
- *Responsible for keeping the bus clean inside and out.*
- *Maintain a professional attitude towards individuals at all times.*

Albuquerque Public Schools:

Atrisco Heritage Academy High School

2012- 2014

Rio Grande high School

2011-2012

- *Cooperates in the development and implementation of the district program of instruction.*
- *Plans and implements a program of study that, as much as possible, meets the individual needs, interests and abilities of students and complies with State Department of Education Standards and the APS Board of Education goals and objectives and individual student IEP plans if appropriate.*
- *Establishes and maintain open lines of communication with students and parents concerning students' academic, social and behavioral progress.*
- *Meets and instructs assigned classes in the locations and at the times designated.*
- *Effective communication skills, both verbal and written.*
- *Flexibility, organization, decision making and problem solving skills.*
- *Knowledge of APS community, computer system, financial procedures, and legal requirements.*
- *Ability to meet deadlines, work on multiple projects, and coordinate the work of others.*
- *Knowledge of all laws, regulations and guidelines affecting teachers and students.*

City of Albuquerque, Solid Waste Management Department

Solid Waste Superintendent

2007-2010

- *Manage, plan, direct, and coordinate through subordinate level staff, assign division work plan, assign projects and programming areas of responsibility, review and evaluate work methods, and procedures, meet with key staff to identify and resolve problems.*
- *Assess and monitor work load, identify opportunities for improvement, direct and implement changes.*
- *Respond to customer complaints, questions and inquiries, investigate and resolve any complaints necessary.*
- *Supervise and direct the development and implementation of special projects and programs including critical evaluation of objectives and writing special use reports.*
- *Motivate and evaluate division personnel, work with employees to correct deficiencies, implement discipline and termination procedures.*

Solid Waste Assistant Superintendent

2006-2007

- *Assume Management Responsibility for assigned services and activities of assigned area within the Solid Waste Department.*
- *Participate in the development and implementation of goals, objectives, policies and procedures.*
- *Identify opportunities for improving service delivery methods and procedure, identify resource needs, review with appropriate management staff and implement improvements.*
- *Direct, coordinate and review the work plan for assigned staff, assign work activities, projects and programs, monitor work flow, review and evaluate work products.*

Solid Waste Supervisor

1996-2006

- *Supervise 25 drivers*
- *Ensure customer needs are met*
- *Interpret and explain City Policies and Procedures and make recommendations for improvement.*
- *Prepare evaluations*
- *Ensure Environmental rules for landfill compliances and followed.*
- *Educate the public in regards to City Ordinances and Department Rules and Regulations*
- *Communicate clearly both orally and in writing*

Solid Waste Safety Technician

1995-1996

- *Responsible for Accident Investigations, Claims and Injury Reports*
- *Coordinate Defensive Driving Classes for certification of drivers*
- *Communicate clearly both orally and in writing*

Solid Waste Driver/Operator

1985-1995

- *Educate the public/drivers in regards to the City Ordinance*
- *Upgrade to Acting Supervisor*
Submit equipment status reports for repairs daily

REFERENCES:

Ana Ulibarri-Principal Coronado Elementary APS - [REDACTED]
Dr. Antonio Gonzales- Associate Superintendent APS - [REDACTED]
Michael Chavez - PSO Public Safety Officer - [REDACTED]