

Michael D. Duran

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SKILLS

- Microsoft Excel
- Microsoft Word
- Qlik
- Oracle
- Demand Planning
- Order Management
- Statistical Analysis
- Critical Thinking
- Advanced Mathematics
- Collaboration
- Multitasking
- Written and Verbal Communication
- Leadership and Management

EXPERIENCE

ARROW Electronics

Denver, CO

2018-2020

Material Planning (Supply Chain)

- Managing and troubleshooting scheduled orders and projected demand.
- Data analysis and correction in Oracle and Oracle based applications.
- Responsible for accuracy and timely delivery of product to customers.
- Support sales teams through research and problem solving to resolve delays or inaccuracies.
- Independent and collaborative work to execute individual and department goals in support of corporate objectives.
- Facilitate communication and sharing of knowledge across multiple departments to remedy miscommunication and reinforce working relationships.
- Proficiency through practical experience in database query and account management.

Sheridan School District

Sheridan, CO

2017-2018

High School Math Educator

- Deep content area knowledge in the area of mathematics, including Algebra, Geometry, Calculus, and Interventional Math.
- Positively impact achievement and differentiate instruction based on the needs of the students by supporting programs designed to increase student achievement.
- Research and deliver reports on efficacy and applicability of systems and tools.
- Demonstrate problem-solving skills through collaborative work with students, teachers, parents and administrators.
- Strong classroom management, communication, organization and planning skills.
- Strive to support growth and development, close achievement gaps, and to prepare diverse student populations for postsecondary and workforce success.
- Model and reinforce the school's core values and policies inside and outside the classroom with colleagues, students, parents, and the larger community.

Round Rock Independent School District

Round Rock, TX

2012-2017

High School Math & Music Educator

- Strong interpersonal skills, cultural competency, high degree of emotional intelligence and self-awareness with the ability to reflect and adapt to diverse environments.
- Generate and monitor district policies and directives on instruction as member of Curriculum and Assessment Development Team.
- Plan, Rehearse, & Direct interactive musical performances that entertain & educate students about the history and context of musical styles and periods.
- Develop in students the skills, interests, and abilities necessary to be lifelong learners, as well as for democratic and civic participation.
- Actively participate in professional development programs including data analysis and planning, leading and participating in best practice sessions, peer coaching, conferences and other professional development.

Colorado Springs School District 11 Colorado Springs, CO

2010-2012

High School Math Educator

- Facilitate enthusiasm and mastery of content skills development through employing and adjusting evidence-based strategies and approaches for students who have not demonstrated mastery and would benefit from instructional differentiation.
- Communicate high expectations to students and their families as well as utilize diverse strategies to engage them in a mutually supportive teaching and learning environment.
- Engage in collaboration, continuous reflection, on-going learning and leadership within the profession.
- Work collaboratively with members of multiple departments and administration to create meaningful, innovative, and effective learning experiences for students of varied needs and abilities using a collaborative approach to teaching.

EDUCATION AND CERTIFICATIONS

University of Northern Colorado Greeley, CO

- Received Bachelor of Music Education, Minor in Mathematics

Colorado Teaching License

- Secondary Mathematics Education
- K-12 Music Education

Texas Teaching License

- Math and Music Endorsement