

Harriet Costa

Current Role 2016 Present

Department of Teacher Education -
Supervise candidates in the Multiple Subject Credential Program

Substitute Teacher – San Ramon Valley Unified School District K-5

Substitute Teacher – Pleasanton Unified School District K-5

EDUCATION

2002 CLAD (Cross-cultural Language and Academic Development) Certificate,
California State University, Hayward

1981 Certificate in Multiple Subjects Credential, Sonoma State University

customer service skills; friendly, helpful, and will actively listen in an open and
honest way to build trust and respect. Able to interact successfully with a wide
range of people. Ability to build a relationship of mutual trust with clients as well as being
able to handle complaints and concerns. System of accountability as well as monitor progress

in mentoring subordinates both in the classroom and in the office; can give
constructive criticism to help others in an effort to increase their skills or knowledge.

Extensive experience both in the classroom and in the office. Can clarify the nature of
problems, create alternatives, and propose viable solutions.

able to make formal presentations and present ideas in creative ways. Able to
generate new ideas, create new images, and find solutions to problems.

have the capacity to adapt to new situations and settings, tolerate change,
and the ability to adapt to the needs of the moment.

Excellent communication skills; can present information and ideas clearly and concisely with content
appropriate for the audience.

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