Robert Smith

Infant To School Age Teacher

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SUMMARY

Goal-oriented and dedicated to high levels of business satisfaction. Proficient in data entry and administrative support. Highly organized and able to multi-task with a drive for excellence. Capable of contributing to team projects while demonstrating individual leadership.

SKILLS

Microsoft Office, Public Speaking, People Skills, Work Well Under Pressure, Positive Attitude

WORK EXPERIENCE

Infant To School Age Teacher

ABC Corporation - October 2013 – February 2014

- Supervise students in the classroom and halls.
- Organized small groups of children while transitioning to and from home school.
- Assist children individually or in small groups to help them master assignments and to reinforce learning concepts presented by teachers.
- Administered medication and minor first aid to sick and injured students.
- Communicated regularly with parents about daily activities and behaviors.
- Engaged with children individually to meet their emotional and physical needs.
- Participate in staff meetings, training sessions, and conferences.

School Age Teacher

Bellevue Community Center - 2008 – 2013

- Walk children across the street to Mount Pleasant Elementry for Early morning care.
- Assistant children during snack, recess and help children with their homework.
- Teach them responsibility, structure and to respect their classmates.
- Work one on one with behavioral children so they can understand the importance of responsibility and teach them to respect each other as well as Adults and their Teachers at MPE.
- A major responsibility is to teach children that bullying is not accepted under any conditions.
- This is Dummy Description data, Replace with job description relevant to your current role.
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EDUCATION

Bachelor's in Social Work/Interdisciplinary - 2011(Governors State University - University Park, IL)

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