

ROBERT SMITH

After School Teacher

E-mail: info@qwikresumc.com

Phone: (0123)-456-789

SUMMARY

12+ years of experience as a School Teacher is looking to secure employment with a company that offers opportunities for personal growth and new challenges.

SKILLS

Microsoft Office, Verbal/Written Communication, Webpage Building, Documentation, Excel, And Microsoft Outlook.

WORK EXPERIENCE

After School Teacher

The Chestnut Treehouse - April 2018 – Present

- Responsible for proving the children with a safe and healthy learning environment.
- Picking up kids from school and delivering them to the chestnut treehouse learning center.
- Ensuring curriculum and developmentally appropriate practices are followed.
- Executing daily operations chosen for lesson plans.
- Planning activities that would stimulate growth in language, social and motor skills.
- Writing, designing, and producing daily reports.
- Activities and skills included learning to listen to instructions, playing with others and using play equipment.

Nutrition Assistant

Dekalb County School System - October 2006 – March 2018

- Under direct supervision, prepares meals for recipients of DeKalb County school district's (DCSD) school nutrition program and assists with daily cleaning of food service area.
- Prepares and serves breakfast, lunch and after-school snacks for DCSD students and staff.
- Implements sanitation and safety procedures in receiving, preparing, storing and serving food.
- Serves as cashier; enters cash and check deposits from meal purchases into the system; calculates total payments received during the shift and reconciles with total sales.
- Knowledge of nutrition; food handling; preparation; service and sanitation; and all related and established policies and procedures.
- Skill in oral and interpersonal communications and inventorying and ordering food service supplies.
- Identifying equipment problems and furthering service requests.

SCHOLASTICS

- High School Diploma in Vocational - (Southside High - Atlanta, GA)