

EDUCATION: TEMPLE UNIVERSITY, The School of Tourism and Hospitality, Philadelphia, PA
Bachelor of Science in Tourism and Hospitality Management,
Graduation: December 2016, GPA: 3.09
Major: Tourism and Hospitality Management
Minor: Business

ACTIVITIES:

- Member Phi Sigma Sigma, Xi Chapter, Fall 2013
- Volunteer, Philadelphia Urban Creators, Spring 2013
- People to People Ambassador Program, Summers 2010,2011

EXPERIENCE: TOP OF THE HILL DAYCARE, Philadelphia, PA December 2011 - Present
Teachers Aide

- Assist teacher by helping teach and care for thirty children, ages three months to five years old, in the classrooms
- Help organize academic lessons related to the alphabet, numbers, and colors
- Assist with administrative tasks related to organization of files and designing monthly bulletin boards
- Document and distribute children's daily reports to parents related to academic and emotional welfare

SELF-EMPLOYED, Philadelphia, PA Fall 2008-Present
Childcare Provider

- Supervise children ranging from the ages three months to eight years old
- Coordinate fun academic activities
- Prepare and serve meals and medicine at the child's routine time
- Communicate with parents regarding any problems or concerns

SPRINGFIELD TOWNSHIP HIGH SCHOOL, Philadelphia, PA Spring 2012
Lifeguard/Swim Instructor

- Instructed basic level swim lessons for forty children, ages four to twelve and supervised the lessons
- Evaluated child's progress as they advanced to the intermediate level
- Communicate with parents regarding child's progress
- Organized lessons to the different strokes of swimming

SKILLS:

- Microsoft Word, Excel, PowerPoint, Publisher
- Wordpress.com
- Trained in SAP
- Certified Lifeguard/CPR
- Red Cross Babysitting Training Course