

PRESCHOOL TEACHER
Professional Summary

- Efficient, accurate and detail-oriented with an innate drive to provide exceptional service. Also an experienced professional with strong leadership and relationship-building skills.

Skills

- Strong communication skills
- Microsoft Office
- Staff motivator
- Commitment to quality and service
- Profit enhancement
- Employee hiring and retention

Work History

Preschool Teacher February 2010 to August 2015

Company Name - City , State

- Collaborated with teachers to ensure the delivery of efficient, high-quality service.
- Successfully initiated and implemented projects which resulted in positive outcome .

Supervisor February 2004 to January 2010

Company Name - City , State

- Reviewed weekly inventory charts and recorded facility needs.
- Consistently received positive feedback from guests on performance reviews.
- Provided coaching, mentoring, and consultation to staff to enhance staff development.
- Worked directly with retail vendors to achieve excellent customer service.
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Team Member

January 2001 to March 2003

Company Name - City , State

- Supervised and coordinated dining room activities and employee schedules.
- Set-up and operated line for birthday parties.

Education

Chattahoochee Technical College Current City , State

Associate of Applied Science : Business Management

Valdosta State University City , State

Business