

☑ **Combination Resume – Example**

Suzy Johnson

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EDUCATION:

University of Louisiana at Lafayette, Lafayette, LA
Bachelor of Science in Elementary Education
Graduated: May 2007

South Louisiana Community College, Lafayette, LA
Associate of Liberal Arts
Graduated: May 2003

SUMMARY OF QUALIFICATIONS:

- **Teaching Skills:** Experience working with children in different educational settings, including pre-school and elementary
- **Communication Skills:** Fluent in English and Spanish, excellent verbal and written skills
- **Organization skills:** Experience planning activities for young children, and collecting assignments
- **Computer Skills:** Proficient in MS Word, Excel and PowerPoint

PROFESSIONAL EXPERIENCE:

Teacher's Aid

Early Start Elementary, Lafayette, LA

August 2014-present

- Assisted with planning and implementing lesson plans to 2nd grade students
- Assisted with presenting lesson plans to students under the direction and guidance of the classroom teacher
- Tutored and assisted children individually and in small groups to help them master assignments
- Discussed assigned duties with classroom teacher in order to coordinate instructional efforts
- Distributed homework assignments and collected them when completed by students
- Assisted classroom teacher with preparing, administering and grading tests and assignments

Child Care Worker

ABC Day Care, Lafayette, LA

December 2012 – August 2014

- Read books to groups of children
- Planned educational activities for children each day
- Organized and participated in recreational activities such as games for children