

Samantha Downs

samanthamdowns@gmail.com 816-812-7141 Kansas City, MO 64101

Professional Experience

Kansas City Public Library, Kansas City, MO - Substitute, October 2015 - Present

- Substitute for most departments of all branches in the Kansas City Public Library consortium.
- **Substitute barista** at Nine Muses Café in the downtown branch.
- Wide range of varied responsibilities including back-end delivery service work, sorting, shifting and shelving, as well as front desk customer service duties.

International Center Language Institute - Apolinav Centro de Idiomas, Viña del Mar - Certified ESL Instructor, Feb 2014 - April 2015

- Intensive study of naval topics in order to teach military-themed English courses to everyone from newly enlisted men and women to high-ranking officials of the Chilean Navy.
- English to Spanish/Spanish to English translations of documents, when necessary.
- Instruct students individually and in groups, using various teaching methods such as lectures, discussions and demonstrations.
- Conducting proctored standardized English competency testing.

Diego pizza - Viña Del Mar, Chile - Server, September 2011 – May 2012

- High volume service in an upscale pizzeria during peak season in a resort area.
- Knowledge of wine and cocktails.

Winslow's BBQ – Kansas City, MO - Server, June 2011 – September 2011

- High volume fast-paced summer server position.

Education

North Kansas City High School, North Kansas City, MO

- International Baccalaureate Program

Lewis and Clark college, Portland, OR

- Bachelor of the Arts in Anthropology/Sociology, December 2010

Pontificia Universidad Católica de Chile, Valparaíso, Chile

- Lewis and Clark Study Abroad Program (language intensive), February 2010 - July 2010

Technical Skills

- Proficient in Microsoft Excel, Powerpoint, and Word
- Familiar with Point of Sale terminals
- Fluent Spanish speaker, written and oral