

ILY PENA

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272-3772

WORK EXPERIENCE

Escobars Airbrushing, SACRAMENTO, CA

Customer Service, Jan 2011 present

- Recommend products to customers, based on customers' needs and interests.
- answering phone, taking orders from customers, light cleaning etc.

EDUCATION

Consumnes River College, SACRAMENTO, CA

Completed coursework towards, Aug 2007

- Consumnes River College Sacramento, CaCourse of study : Early Childhood Education (Ece)Status: 12 ECE Units completed.
- High Tech InstituteCourse of study : Nursing / Medical AssistantStatus: Orientation & Introduction Completed .Sacramento Ca.
- Dominguez High SchoolCourse of study : General studiesStatus: Diploma
- ADDITIONAL CERTIFICATIONS:Bilingual : Spanish/EnglishFirst AidCardio- Pulmonary Resuscitation

Consumnes River College, SACRAMENTO, CA

Completed coursework towards, Aug 2007

ADDITIONAL SKILLS

- Assisted: In organizing and directing youth activities, & instruction.Prepared : Meals according to nutrition guide lines.Learned : How to follow safety , and sanitation regulations.Communicated effectively, both orally and in writting.Planned and organized work to meet schedules and timelines.Met district standards of professional conduct as outlined in Board Policy.
- 2003-2007Sacramento Unified School DistrictPosition: Teacher AssistantWorked with :Toddlers and children up to six years old.- Helped children how to sort.- Assist with daily arts and crafts.- Prepared and served meals.- Monitor student behavior.- Monitored inside activities and playground safety.
- 1998-2003Domestic Homemaker- family activities-Transportation management- Meal preparation- Budgeting- Etc..