

JOSE HERRERA

San Francisco, CA

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Summary of Qualifications

- Fluent in English and Spanish
- Over twenty years of professional in numerous industries
- Consistently receives positive feedback from supervisors for exceptional work
- Finely tuned organizational skills, greatly valuing productivity and exceeding expectation
- Enjoy leaning and dedicating myself to high performance on the job
- Community Housing Partnership

Experience

Teaching

- Excel at breaking down complex processes into simple parts
- Exceptional interpersonal skills, able to accurately assess and meet people where they are
- Ability to inspire, communicating and building confidence and self-assurance in my students
- Outstanding knack for thinking outside of the box to bring lesson plans to life

Management

- Effectively communicates expectations in a way that encourages high performance
- Leading by example, gladly committing myself to the task at hand, motivating others
- Welcome instruction and feedback, striving to continually improve productivity
- Build up personnel into highly effective teams

Organizational Skills

- Keen eye for detail, able to evaluate processes and systems to increase their efficiency
- Able to elicit and integrate input from multiple parties so all have a vested interest
- Well equipped to incorporate methods from different sources for best outcomes
- Improves existing processes to create more productive, safe, and functional environments

Experience

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| Library Technician | ‘NF Law Library | Soledad, CA | 2014 - 2017 |
| Teacher’s Aide | Rehabilitative Services | Soledad, CA | 2005 - 2014 |
| Cook | SATF | Corcoran, CA | 1999 - 2014 |

Education

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| Bachelor of Theology | Christian Bible College and Seminary | 2004 |
| Master of Theology | Christian Bible College and Seminary | 2004 |

