

18020 31st ave NE Unit A • Arlington, WA 98223 • (480)702-6723 • shy.arianna8@gmail.com

# Shyla AriAnna

**Objective** Pursuing an experience where I will be able to utilize my strong organizational, educational and exceptional people skills, as well as my life experiences and interpersonal skills, to not only allow myself to grow personally and professionally, but to firmly contribute towards the goals and objectives of your company.

## Professional Highlights

### Client Relations

- Create an atmosphere where not only I can be myself but those around me can do the same.
- Strong ability to relate in a supportive, non-judgmental, understanding manner with families and people from all walks of life.
- Assisted upset or uncooperative people on a professional level and resolved problems or concerns.
- Able to adapt interpersonal skills quickly in order to respond positively to an individual style, personality or culture.
- Works wonderfully with all ages in groups and individually
- Interact easily with others and fellow employees.

### Technical

- Money handling skills include but are not limited to: balancing cash drawer, daily deposit and customer transactions: cash, check or credit card
- Can operate computer software programs such as: MS Excel, MS Word, MS Publisher, MS Outlook and many more.
- Can effectively operate and close a business on my own.
- Can develop lesson plans within a classroom and for one on one teaching.

### Clerical

- Organizational skills effective in creating schedules, ordering new supplies/goods and effectively utilizing time.
- Can assist in planning and implementing group activities and field trips.
- Effectively transport materials, equipment, food and children safely and when needed.

### Volunteer Experience

- High school Youth Leader @ NCCTK
- Sparks LIT for Awana @ OSBC Federal Way, Lynden, WA • August 2014 - Present
- Assistant Teacher @ Interlake High school Bellevue, WA • Sept. 2012 – June WA • Sept. 2010 – May 2011
  - Sparks LIT for Awana @ OSBC Federal Way, WA • Sept. 2009 – May 2010 2013
  - Sparks LIT for Awana @ OSBC Federal Way,
  - Americorps Intern @ Ron Sandwith Ex3 Teen Center Federal Way, WA • Feb. 2011 – May 2011
- WA Sparks LIT for Awana @ OSBC Federal Way, WA • Sept. 2008 – May 2009
  - Sparks LIT for Awana @ OSBC Federal Way,
  - Sparks Director for Awana @ OSBC
- WA • Sept. 2007 – May 2008 Federal Way, WA • Sept. 2011 – May 2012

### Employment History

#### Bartender/Manager

Bartender

Bartender

Lead Teacher/Sub teacher

Server/ Waitress

Front Desk Service agent

Full Time Live-In Nanny

Scotty Browns Socialhouse

The Doghouse Bar & Grill

The Woodshed

Bright Horizons Childcare

Keegan's Bar & Grill

Wyndham Resort

Cesar Ramos, Graham, WA

June 2018 - Oct. 2018

Sep. 2017 - June 2018

Feb. 2017 – Aug. 2017

Sept. 2016 - Aug. 2017

Jan. 2016 – Sept. 2016

Sept. 2015 – Jan. 2016

April 2015 – Aug. 2015 Assistant Childcare Provider

Nanas House Childcare & Preschool, Federal

Way, WA Aug. 2011 – Aug. 2012

Bartender Manchester Grill, Graham, WA Feb. 2015 – Apr. 2015

Personal Stylist White House | Black Market, Bellevue, WA Sept. 2013 – Apr. 2014

#### **Education**

AA Northwest University, Kirkland, WA May 2014

#### **References**

Katie Hewitt • Kay's Place • (740)-815-8814 • Deanna Levitt • Childcare Provider • Nana's House Childcare & Preschool • (360)-712-5548 Michelle • Supervisor/Bartender • Manchester Grill • (360)-871-8199 Brandon Casey • Owner • The Woodshed • (480)-332-5297 TJ Hughes • Manager • The Woodshed • (480)-330-8687 Katherine • Supervisor/Bartender • The Doghouse Bar & Grill • (206)-300-5493