Krystal Mears

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# Objective

To obtain a job within my chosen field that will challenge me and allow me to use my education, skills and past experiences in a way that is mutually beneficial to both myself and my employer and allow for future growth and advancement.

# Skills

Microsoft Office, Medical Terminology, Organization

# Experience

## August 2019-December 2019

### Early Harvest Diner - *Server*

* Discussed alternative selections with chef for guests with food allergies or gluten-free requests.
* Maintained table settings by removing courses, replacing utensils and refilling beverages promptly.
* Managed closing duties, including restocking items and cleaning.
* Operated POS terminals to input orders, split bills and calculate totals.
* Cleaned dining area between guests with efficient sweeping, glass washing and spill removal.

## September 2018-June 2019

### Ayer Shirley Regional School District *- Substitute Teacher*

* Assumed the responsibilities for instructing classes when the teacher was absent.
* Maintained as fully as possible, the established duties and procedures of the classroom to which assigned
* Implemented lesson plans in a manner which motivated students to learn and participate.

## 

## September 2012 - June 2017

### Lynn PublicSchools, Lynn, MA *- Teacher’s Aide*

* Oversaw groups of up to eight students at school and off-site locations, maintaining optimal safety and security.
* Partnered with teacher to plan and implement lessons following school's curriculum, goals, objectives and philosophies.
* Assessed student assignments to check quality and completeness and assign grades.
* Supported student learning objectives through personalized and small group assistance to support classroom instruction.
* Supported instructor with test administration, curriculum development and assignment grading.
* Reviewed lesson material with students individually or in small groups.

# Education

## August 2012

### Marian Court College*- Criminal Justice*

Associate’s Degree