

Deyonna Martin

Work Experience

The PlaySchools

July 2020- Present

Assistant Teacher

- Worked under class/head teacher and school administration to support instruction and social development of the students
- Prepared and executed school/classroom programs – Implemented programs and instructional materials under the guidance of the class teacher
- Effectively worked with special-needs pupils in cooperation with relevant specialists – Assisted socially and emotionally challenged children in developing skills
- Maintained a neat, orderly, clean, sanitary environment, conducive to study

Premiere Credit of North America

Dec 2018- June 2020

Student Loan Counselor

- Analyze applicants' financial status, credit, and property evaluations to determine feasibility of granting loans
- Check loan agreements to ensure that they are complete and accurate, according to policies
- Contact applicants or creditors to resolve questions about applications or to assist with completion of paperwork
- Answer inbound calls and make outbound calls
- Get client set up in a repayment program
- Provide benefits of the program
- Make 180+ calls a day
- Skip Tracing

Damar Services

Mar 2018 – Dec 2018

Specialized Care Partner

- Works with clients, professional and other staff, client's families and the community in a courteous and respectful manner to provide proper habilitation
- Respects the culture, diversity and rights of all clients, their families and the community
- Shows initiative by identifying solutions to work towards improving stakeholder satisfaction

North Wayne Elementary

Nov 2017- Feb 2018

Substitute Teacher

- Reviewing and implementing lessons prepared by the absent teacher including regular routines and procedures
- Possessing strong classroom management skills
- Mentoring and engaging students
- Demonstrating a passion for working with students
- Creating a safe and nurturing educational learning environment

Center For Young Children**August 2014-May 2016**

- Work with teacher assistant and lead teacher, assist them in whatever they need
- Clean tables, sweep floors and clean bathrooms
- Clean all objects

Summer Day Camp Counselor**June 2015-Aug 2015**

- Provide care for children ages 5-12
- Make arts and crafts with youth
- Be a leader
- Be able to provide first aid and CPR if needed

Education & Honors**Indiana University Purdue University Indianapolis, IN****May 2017***Bachelor of Science in Elementary Education Graduation***Project T.E.A.M. Scholarship Program****Aug 2015-Aug 2016**

- *Attend Professional Development workshops*
- *Be a support system for other African American education majors*

Excellence in Professionalism Program Indianapolis, IN

- *Worked on building a resume and a cover letter*
- *Attended weekly professional development workshops*
- *Listen to advice from guest speakers from job companies*

Community Service

Damar Services

IUPUI Freshman Move In Day

March of Dimes

Teacher's Treasure

Hattie McDaniel Breast Cancer Awareness Donation Drive

Project Cradle Care

Operation Big Book Bag

Poodle Pouches

Helping One Student To Succeed

International Festival