

BETELEHEM AMARE

DALLAS, TEXAS | (626)-383-0754 | BETH.AMARE12@GMAIL.COM

A well-rounded professional with several years of experience in team management, community organizing, sales, and customer service. Excellent skills in working in fast-paced environments as well as working in a team to advance the mission of a company.

Relevant Skills

HTML | CSS | PHP | JAVASCRIPT | Rest API | Node.js | Vue

Professional Experiences

Dallas Independent School District Dallas, Texas January 2022-Present
Substitute Teacher

- Develop lesson plans for students K-12 in accordance with plans left by the previous teacher
- Outstanding knowledge of basic teaching principles and methods
- Provide instruction in various core subjects
- Recorded student grades and provided feedback

Young Leaders, Strong City Dallas, Texas August 2021-January 2022
YAC Fellow

- Manage programming, communication, and student recruitment for YAC and other YLSC programming as needed
- Weekly check ins with students, emails regarding programming, and social media posts
- Create and facilitate weekly YAC programs
- Travel to different campuses in the DFW area to further YLSC's reach

Lumos Marketing Group Dallas, Texas August 2020- August 2021
Sales Representative/Event Coordinator

- Build and maintain relationships with clients and donors
- Recruit and manage teams of five or more people at a time
- Complete a minimum of 5 sales a week
- Work towards a strategic goal in a fast-paced environment

Dallas County Tax Office Dallas, Texas February 2020-August 2020
Customer Service Member

- Answer incoming phone calls and verify and provide information about vehicle and property tax
- Assists property owners, appraisers, various county departments, and the general public with property tax questions
- Collaborate with internal support organizations
- Provide expert knowledge of vehicle and property tax to clients

Certifications

Certified Associate in Project Management (CAPM), *Project Management Institute (PMI)* - In Progress

Education

The University of Texas at Tyler Tyler, Texas
Criminal Justice, BS