

EMMANUEL GONZALEZ

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EXPERIENCE

2006-2009

DATA INPUT SPECIALISTS, MIAMI DADE COUNTY PUBLIC SCHOOLS

Worked with the ESE (Exceptional Student Education) department. Personally, handled cases of various students from kindergarten through 12th grade. Worked closely with social workers on various student cases.

2011-2015

WINDOW CLEANING TECHNICIAN, FISH WINDOW CLEANING

Serviced clients in local businesses as well as in residential homes. Went out to give quotes and estimates for different aspects of the jobs. Lead group work assignments. Filled out invoices and collected payment from clients.

2015-2018

TEACHER, QKIDS

Thought English classes to children ages 4-12.

2015-Present

OWNER AND MANAGER, MANNY'S WINDOW CLEANING

Ran and managed window cleaning company. Attended to different clients as well as customer service on the phone. Managed budget and revenue with the help of programs such as QuickBooks.

EDUCATION

2007

HIGH SCHOOL DIPLOMA, HIALEAH HIGH SCHOOL

2018

TESOL CERTIFICATE, INTERNATIONAL OPEN ACADEMY

SKILLS

- Experience teaching children at community youth group including children's courses, one-on-one classes, public speaking courses, reading classes, and bilingual reading classes (Spanish)
- Computer skills include Microsoft Word, Excel, and Outlook
- Bilingual (fluent in both English and Spanish)
- Currently taking course in Web-Development at Career Foundry