

Shaniqua Gaskin

Brooklyn, NY - Email me on Indeed: [indeed.com/r/Shaniqua-Gaskin/8fe74b25cd8dc66d](https://www.indeed.com/r/Shaniqua-Gaskin/8fe74b25cd8dc66d)

To obtain the position of a service worker to further increase my skills in communication and provide assistance to those in need.

Authorized to work in the US for any employer

WORK EXPERIENCE

High School Intern

Brooklyn, NY -

2016 to 2017

Re-configured computer's back to original state before previous deactivation.

- Restocked supplies for the school and it's on duty staff.
- Manuel labor. (Carrying boxes to classes requested by teachers.

Caretaker

Brooklyn, NY -

2014 to 2017

Tended to the needs of several children.

- Established a well-timed schedule regarding each child.

School Guidance Assistant

Orlando, FL -

2012 to 2013

Organized as well as delivered documents important to the school and faculty.

- Directed questioning students while monitoring those who awaited assistance.

EDUCATION

Cultural Academy of the Arts and Sciences

2015 to 2017

SKILLS

The ability to manage and multitask.

CERTIFICATIONS/LICENSES

Microsoft Office Specialist (Word/Powerpoint)

ADDITIONAL INFORMATION

If considered, keep it mind that I've never had a real 'society contributing 'job', but I can assure you that I am most eager to learn.