Career Services Assignment 7 – Resume

Points possible: 50

Category	Criteria	% of Grade
Completeness	All requirements of the assignment are complete.	50
Quality	Resume shows thought, proper grammar, and is well written.	50

Instructions: Refer to the *Resume Checklist* and *Creating a Resume That Stands Out* resources in your career services module. Create a nice, clean resume. Create accounts on sites like CareerBuilder, Monster, Indeed, and Glassdoor. Upload your resume to these sites and make your resume public. Turn in your resume in addition to this document. Answer the questions below.

JENNIFER SANCHEZ

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SUMMARY

Driven student leveraging studies in Front-end front software developer seeks real-world experience as Software Engineer. Offers strong interpersonal and task prioritization skills. Works at fast pace to meet tight deadlines. Enthusiastic team player ready to contribute to company success.

SKILLS

- Unit Testing
- JavaScript
- Responsive Web Design
- HTML
- CSS
- React
- Version control/GIT
- JAVA
- NPM
- JQuery
- Algorithms
- Design Patterns
- OOP

EXPERIENCE

ENSEMBLE THERAPY
Highland, CA

Behavioral Health Technician   06/2021 to 11/2021

- I provided assistance and support to students at a variety of school sites, grade levels, disabilities, and educational placements for both long and short term periods.
- I collaborated and assisted on the implementation of behavior plans and/or ABA programs with service providers, teachers, and families.
- Implement behavior plan elements such as discrete trial teaching, incidental teaching, positive behavior support, errorless teaching, self-management strategies, picture exchange communication system(PECS), and other evidence based procedures as designated by the Board.

ELEVO LEARNING
Fontana, CA

Coach/teacher Assistant   01/2021 to 05/2021

- Set up and created bulletin boards and displays for classrooms and school hallways.
- Arranged and led academic and study activities for students.
- Monitored students in class, hallways and cafeteria to supervise, enforce rules and support lead teacher.
- Tutored and supported students individually and in groups by reteaching and reviewing lesson concepts.

BEHAVIORAL HEALTH WORKS, INC
CA

Behavioral Health Technician   09/2018 to 09/2020

- Provided one-on-one ABA techniques to individuals diagnosed with Autism and related disorders in a home based setting
- Implementing Behavior Intervention Plans created by a Board Certified Behavior.
- Provided client assessments upon admission and discharge.

SPORTS CLINIC/RIVERSIDE MEDICAL CLINIC
Riverside, CA

Physical Therapy Intern   09/2019 to 10/2019

- Evaluated patient progress at consistent intervals and adjusted treatment plans to maximize benefit.
- Monitored and recorded patient progress in response to therapy.
- Collaborated with physical therapist to plan and administer range of treatments and therapeutic exercise programs involving active and passive ranges of motion and muscle reeducation.

XAVIER PLUMBING
CA

Office Assistant/Receptionist   12/2017 to 09/2018

- Scheduled meetings and meeting rooms for internal personnel, partners and clients.
- Greeted customers, answered general questions and directed to appropriate locations.
- Maintained accurate bookkeeping of important files, running reports and delivering updates on occupancy and revenues.
- Created and optimized employee schedules for shift coverage.

EDUCATION AND TRAINING

01/2022

Promineo
Program: Front End Software Developer

BACHELOR OF SCIENCE: KINESIOLOGY AND EXERCISE SCIENCE   01/2020
California State University, San Bernardino, CA

ASSOCIATE OF ARTS - AA: BUSINESS ADMINISTRATION   01/2020
Victor Valley College

HIGH SCHOOL DIPLOMA   01/2016
Granite Hills High School

LANGUAGES

Spanish:

Native/ Bilingual

WEBSITES, PORTFOLIOS, PROFILES

- https://github.com/jensan97
- www.linkedin.com/in/jennifer-sanchez-7777jjj

What are the URLs to your profile on the sites you uploaded your resume to?

Glassdoor: https://www.glassdoor.com/member/profile/resumes.htm

Indeed: https://my.indeed.com/resume/preview/file

Monster: https://www.monster.com/profile/detail

What did you learn about resume writing?

The design of your template is important because it creates a professional-looking application. It makes the resume easier to read and higher chance of someone reading it. Also, the important details stand out more. Additionally, a summary is important because it gives a a brief overview of your skills and experience, it gives the interview a little glimpse about you without meeting you.