**Anne Monsalve**

7417 Revere Street, Philadelphia, PA, 19152

215-847-3497, Monsalve.A@gmercyu.edu

**OBJECTIVE:** Seeking the position of Secondary Education English Teacher

**EDUCATION**

Gwynedd Mercy University, Gwynedd Valley, PA

**Bachelor of Arts in English with Secondary Education Certification**, Graduate May 2015

* Honors Society

**RELATED EXPERIENCE**

Residence Life, Gwynedd Mercy University, Gwynedd Valley, PA

**Resident Assistant**, Fall 2013-Present

* Mediate resident problems with residents
* Plan and organize programs which educate students on diversity.
* Serve as a source of information about the University and its policies

Upward Bound Counselor, Gwynedd Mercy University, Gwynedd Valley, PA

**Counselor**, Summer 2014

* Provided academic tutoring to all students
* Cared for a floor in the residence halls
* Provided one-on-one counseling sessions as needed
* Planned and executed recreational activities

Little Flower Catholic High School for Girls, Philadelphia, PA

**National Honor Society Tutor**, 2009-2011

* Tutored students who needed assistance in any subject

**EXPERIENCE**

Information Technology Service Desk, Gwynedd Mercy University, Gwynedd Valley, PA

**Tech Support/Receptionist**, 2011-Present

* Assist students, faculty and staff with technological problems.
* Provide excellent customer service

Pathmark Save-a-Center, Philadelphia, PA

**Utility Clerk/Cashier**, 2009-2013

* Supplied customer assistance in the store, checked prices, and cleaned the store and messes made in the store.

**LEADERSHIP ACTIVITIES**

Student Government Association, Gwynedd Mercy University, Gwynedd Valley, PA, 2011-Present

**Executive Council Treasurer**, 2012-Present

**Sophomore Class President**, 2012-2013

**Freshman Class President**, 2011-2012

**Senior Class Vice President**, 2014-2015

* Maintain budget of more than $70,000 for all student clubs and organizations including keeping records and processing check requests and deposits.
* Coordinate committee and budget meetings
* Represent the class of 2015 in areas of concern

Gwynedd Mercy University, Gwynedd Valley, PA

**Staff Writer,***Gwyneddmercian*, (school newspaper), Fall 2013-Present

**Editor,** *The Griffin*, (literary publication), Fall 2013-Present

**Co-President**, The English Student Association, Fall 2013-Present

**English Representative**, The Student Advisory Board, Fall 2013-Present