Gina Sawyer

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# EDUCATION

## West chester university

Major: Bachelor of Science in Education-Early Grades Preparation (Pre-K-4) (Expected Graduation: May 2017)

Field Work:

* Student Teaching: 1st Grade, Greenwood Elementary School, Kennett Square, PA (Year Long Experience)

# SUMMARY OF QUALIFICATIONS

* Over 2 years’ experience in leading a group of people and interacting professionally with individuals at all levels
* Proficient in Microsoft Word, Excel, Access, PowerPoint
* Ability to isolate problems, reduce tension, and improve the well-being of people, resulting in better relationships
* Team player as demonstrated by working on multiple group projects and completing the tasks on time
* Proven ability of oral skills through multiple informal and formal presentations during my job experience as well as in the classroom

# EXPERIENCE

## Caretaker| grimes family| Malvern, Pa| December 2015-january 2017

* Assisted children with school work
* Prepared meals
* Followed daily routine

## fLOATER | tHE LEARNING EXPERIENCE |Downingtown, Pa|OCTOBER 2014-DECEMBER 2015

* Coordinated with teachers during event and activity planning
* Tended to children when problems occurred
* Assisted teacher during lesson plans
* Conducted everyday activities for a group of children

## Lead camp counselor | ymca | Jennersville, PA| MAY 2013-august 2015

* Led a group of children through daily activities
* Communicated with co-workers to plan recreations
* Practiced team chemistry building exercises
* Informed parents about upcoming events occurring at the camp

# HONORS AND CERTIFICATES

* Oxford Area High School Honor Roll: 2009-2013
* Future Business Leaders of America: 2009-2013
* Teacher Academy: 2013
* Eli Mathew’s Fight Against Childhood Cancer: 2013
* CPR/First-Aid Certification: 2014
* Deans List: Spring 2016, Fall 2016
* Walmart Dependent Scholarship: 2013-2017
* Cystic Fibrosis Foundation 2015-2017
* National Association of Anorexia Nervosa and Associated Disorders 2015-2017