

# EVA LEWIS

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2707 Valmont Rd, #309c

Boulder, CO 80304

## EXPERIENCE

### TEACHER, KINDERGARTEN MATECHOVA

AUG 2013–SEPT 2016

PRAGUE, CZECH REPUBLIC

KATERINA POLIVKOVA +420 605 934 524

My main responsibilities included watching and teaching 28 children, planning with other teachers and collaborating with parents to best determine how to educate the child. I planned lessons that prepared the children for elementary school and taught them how to interact with other classmates. The lessons also incorporated basic preschool topics like math, grammar, music, art and more.

### FRONT DESK MANAGER/RECEPTIONIST, THAJSKY RAJ

FEB 2010–AUG 2013

PRAGUE, CZECH REPUBLIC

EMIL NOVOTNY +420 777 914 366

I was responsible for all communication with locals and tourists, even learning how to successfully communicate with tourists when we did not share a common language. I handled phone and in-person reservations for clients and tourists and managed the payment and auditing of the cashier drawer. As manager I would plan the work schedule for all employees and also assisted employees with visas, medical, and sometimes personal life.

## EDUCATION

### HIGH SCHOOL OF PEDAGOGY, GYMNASIUM AND LYCEUM\*

PRAGUE, CZECH REPUBLIC

GRADUATED 2017 WITH A DEGREE IN PRESCHOOL PEDAGOGUE

My graduate focus is pedagogy, Czech grammar and literature, English language, psychology, guitar, and history of music.

*\*High school in Czech is equal to college in United States.*

## SKILLS

- |                                    |                |
|------------------------------------|----------------|
| · Basic Computer Skills            | · Creativity   |
| · Verbal and Written Communication | · Flexibility  |
| · Aesthetic                        | · Organization |

## ACTIVITIES/HOBBIES

I love to be creative. I make my own jewelry and accessories and I also love to see what other people create. I enjoy going to museums, art exhibits and markets. In my free time I like to spend time with my friends, read books, sing, hike, and travel to new places.