

Leshawn Phillips
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Summary of Skills & Qualifications

- Effective verbal and written communication skills
- Efficient, organization and neatness
- Planning, judgement and decision making
- Detail oriented and well organized
- Ability to adapt to any circumstances on the job
- Ability to work independently or as part of a team in a fast paced environment
- Ability to handle any situation in a patient and compassionate manner
- Ability to provide a proactive approach in customer service and problem-solving
- Good communication and problem solving skills
- Quick learner and hard worker
- Motivated and dedicated worker
- First Aid/CPR Certification
- Computer Skills - Microsoft Word, Excel, PowerPoint

Employment History

TDSB - Student Monitor

July/August 2017-2019

- Supervised and monitored students during the summer day camp
- Planned and organized indoor activities and outdoor games for children
- Monitored children in play activities, set limits and confront problem behaviour
- Assist children with reading, writing, math and spelling
- Prepared and distributed snacks to children
- Maintain a clean recreation environment

Education

Centennial College

Expected April 2022

- Diploma