Mariana Hodniki Davie

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# Education

## UNESP - University Estadual Paulista | BRAZIL |2010 - 2015

* Licentiate Degree: Portuguese Language/ Italian Language and Literature

**WERACE | CONNECTICUT | 2016-2018**

* Western Connecticut Regional Adult and Continuing Education: English as Second Language

## PURCHASE College | new York | 2017

* Continuing Education: Career Management (15 Sessions)
* Continuing Education: Exploration American Life and Language (weekend class)

**PURCHASE COLLEGE | NEW YORK | 2018**

* Continuing Education: Social Midia: Societal Explosion or Erosion (13 sessions)
* Continuing Education: Business English: Sales Pitch Perfect (13 sessions)

# Experience

## AU PAIR | AUPAIR CARE| 2 yearS

* Provide support and professional care for a down syndrome teenager
* Assist the teenager to develop fundamental learning, coping, and hygiene skills
* Assist with homework after school
* Perform care responsibilities according to the family's rules
* Coordinate the logistics and planning of the daily and monthly activities
* Participate in a multicultural exchange program in order to broaden my cultural diversity

## Special Education Teacher | Colégio Integração | brazil | 4 years

* Responsible for managing a class of 10 students
* TEACCH Program (physical boundaries, visual schedule, promoting independence, consistent routine)
* Planned activities that stimulate growth in language, social, and motor skills
* Communicate with parents on a regular basis

## SPECIAL education ASSISTANT | COLÉGIO VIVER E APRENDER |brazil| 1 year

* Provided support to special education teachers managing a class of 4 students
* TEACCH Program (physical boundaries, visual schedule, promoting independence, consistent routine)
* Supported instructional activities
* Assisted special-needs students with classroom learning, task execution and language expansion

## Internship college program | unesp | brazil| 1 year

* Interviewed formers Teachers, formers Students and formers employees
* Transcribed 40 interviews
* Researched official documents and historic photographs
* Supported to redact and to edit an historic book - "A Mais Nebulosa História - FAFI/IBILCE"

## Receptionist | SEBRAE | brazil| 1 year

* Administrative Support
* Customer Service
* Delivered Mail
* Forwarded phone calls
* Registered visitors

# Skills & Abilities

* Bilingual; Fluent: Portuguese and English
* Proficient in MS Office Suite
* Special Needs Education
* Knowledge in TEACCH
* Hospitality/Customer Service
* Planning/ Event Planning