

# SARAH MITCHELL

204-898-7587

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## PROFILE

A recent graduate of the Software Developer program with a strong foundation in full-stack development.

## CORE COMPETENCIES INCLUDE

- |              |                    |
|--------------|--------------------|
| ★ Patient    | ★ Positive outlook |
| ★ Punctual   | ★ Team Player      |
| ★ Empathetic | ★ Detail oriented  |

## PROFESSIONAL EXPERIENCE

**Louis Riel School Division, Permanent Employee**

**November 2021 - December 2024**

**Windsor School**

### ***Educational Assistant with Grades K-8***

- ☐ Worked one-on-one and in small groups with students
- ☐ Supervised full classrooms during quiet time and snack
- ☐ Enthusiastically participated in music and gym to encourage others
- ☐ Willing to try new ideas or new tools and sought advice to help students as best as possible
- ☐ Attended PDs on: Working Safely With Students, Stress Management, Literacy

**Louis Riel School Division, Term Positions**

**February 2019 - November 2021**

**Niakwa Place School, Frontenac School, Dakota Collegiate and Victor Wyatt School.**

### ***Educational Assistant with Grade K-12***

- ☐ Focused one-on-one with students with engagement and behavioural problems
- ☐ Adapted quickly to change to an online-learning environment in 2020
- ☐ Worked in a variety of roles including one on one, small groups and with the class as a whole.
- ☐ Provided valuable feedback to the teacher regarding student progress

**Canadian Footwear****2010-2016*****Supervisor***

- Demonstrated leadership to staff, recruited, trained, scheduled and managed staff as well as prepared payroll.
- Excelled at coaching staff and maintaining a positive working environment.
- Specialized in customer service and increased product knowledge.

**EDUCATION**

- Software Development Diploma, Manitoba Institute of Trades and Technology, 2025, GPA 4.3
- Educational Assistant Certificate, Red River Community College, 2018 GPA 4.5
- Bachelor of Arts, University of Manitoba, 2013, Dean's Honour List

**ADDITIONAL TRAINING**

- CPR and First Aid 2022
- Non-Violent Crisis Intervention 2018
- Typing speed of 95 wpm
- Google drive, Microsoft Office and Teams, Apple iCloud, Computer science languages Java and C+

**COMMUNITY INVOLVEMENT**

- Fort Garry Mennonite Brethren Church – Activity Coordinator : Volunteered weekly for six years with Junior High School age children in weekly games, learning sessions, cooking, and teaching
- Winnipeg Humane Society - Cat Cuddler : Volunteered weekly, taking care of adoptable cats in the shelter.
- Art City: Volunteering weekly, forming relationships with participants, creating and collaborating on art projects, dishwashing and serving food.

## REFERENCES

- Kelly Bale , Kindergarten teacher at Windsor School, 204 479-9706
- Shelly Mckay, Grade 2/3 teacher at Windsor School, 204 291-6079