

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

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Experience

**Volunteer** - Yakeley Senior Home  
*MONTH YEAR - Present*

- Cared for 6-7 elderly residents during every 8-hour shift, four days a week.
- Helped orchestrate entertaining activities such as game nights and a Senior “Prom” to have some fun in the community.
- Created a food menu so residents could enjoy different meals every day without ignoring dietary restrictions.
- Enjoyed one-on-one time with residents doing mind-stimulating activities like puzzles, crochet crafts, and painting projects.
- Developed a strict cleaning regimen to eliminate the spreading of germs in community spaces.

**Caregiver for My Nana Following Surgery-** Company / Location  
*MONTH YEAR – MONTH YEAR*

- Drove my nana to and from places such as the doctor’s, grocery store, and others throughout the week to assist with her errands.
- Bought ingredients and helped prepare healthy meals and desserts for my nana and pops when she was unable to cook.
- Helped clean out areas of her home and coordinated donation boxes to remove unwanted items creating clutter, making it easier for her to move around.
- Scheduled further doctor’s appointments and managed to set up other rides with other family members when I was unable to take her.
- Organized her basement to make a safe play area for her younger grandchildren.

**Project Experience**

- Participated in a fabric drive, where I collected and organized fabric scraps to help make quilts for nursing homes.
- Delivered homemade candy grams at Yakeley Senior Home, as well as other elderly residential homes, as part of my outreach program for two years.
- Volunteered at the community recreational center’s senior Christmas party, where I helped to decorate and organize party activities to celebrate the holiday.

Education

**Bachelor’s degree in ChildCare** - Pitt University  
*MONTH YEAR*

- GPA: LIST
- AWARD
- AWARD

**Master’s in Behavioral Science** - Pitt University  
*May 2009*

- GPA: LIST
- AWARD
- AWARD

## **Skills**

### **Expertise**

- Effective Communication
- Time Management
- Organizational Skills
- Experience
- Fluency in English, Spanish, and French.

## **Licenses & Accreditations**

### **Licenses Licenses & Accreditations**

- Driver's License
- CPR Certified for Adults and young children
- First Aid Certification