

# Lidia J Carreon

Offer incredible customer service, highly enthusiastic and motivated individual with the ability to work well with others. Very hard-working individual that knows how to keep busy at all times. Adaptable student with knowledge of classroom management, course design and curriculum development. Aiming to leverage my abilities to successfully fill the vacancy at your company. Frequently praised for creative thinking by my peers, I can be relied upon to help our company achieve its goals

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**(360)3919509**  
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## EXPERIENCE

### **Party City, 2030 S Burlington Blvd Burlington, WA 98233— Cashier/ Greeter**

September 2016 - December 2019

- Serving multiple customers in a short period of time
- Replenish stock and clean work area
- Process transaction in a time efficient manner
- Responding quickly and more socially to customers request and concerns
- Greeted and informed customers or products, fostering positive store experiences.
- Resolved and de-escalated issues to address customer concerns
- Attended training to refresh on current procedures and learn process improvements.
- Enforced store safety and cleanliness standards, reducing hazards
- Built and maintained positive working relationships with co-workers
- Provided efficient and courteous service to customers
- Delivered service excellence through all points of contact
- Processed cash check and credit cards for customer purchases
- Maintained up-to-date knowledge of store policies regarding payments, returns and exchanges

### **Sp+ Parking innovation, 315 Martin Luther King Jr Way Tacoma, WA 98405 — Concierge**

February 2021 - September 2022

- Assisted with transportation or parents to their appointments
- Screening patients into the hospital with Covid practices
- Received and retrieved personal items of patients and delivered to their room
- Greetings/customer service

### **Right At School, 12616 Shaw Rd E #2927, Puyallup, WA 98374— After School Educator**

January 2022 - April 2022

- Respect for and dedication to working with children while facilitating a safe environment
- Excellent communication skills with varied audience including children, parents, colleagues, and school
- personnel
- Strong classroom management skills with the ability to use and model appropriate positive discipline
- Works well in a team environment

## SKILLS

Bilingual in English and Spanish.

Can learn product knowledge fast and officially.

know how to use basic computer programs such as Word, Excel, PowerPoint, etc.

Certified with both CPR and food handler.

Leader

Multitasker

Educational settings

Item Pickup and Delivery

Front Desk Operations

Guest Registration

Guest Accommodations

Concierge Assistance

Peer Mentoring

Learning Assessments

Educational Settings

Educational Strategies

Educational Games

Academic Goals

Parent Interaction

Student Motivation and Engagement

Classroom Management Technique

Early Education and Care

Educational Assistance

Co-Teaching and Co-Planning

Before School Care

- Diligent work ethic and the highest level of integrity and discipline
- Interpersonal, communication, and critical thinking skills
- Highly independent, self-motivated, positive attitude
- Strong attention to detail, highly organized, great follow-through, effective time management skills
- Adapted instructional strategies to meet student needs.
- Guided and advised students on educational and social matters pertaining to further education and future careers
- Collected and documented student feedback to make adjustments to instruction
- Engage with learners to promote student dialogue and positive interaction.
- Assessed student learning and provided ongoing formative feedback for growth
- Documented student attendance and maintained achievement and progress records
- Facilitated developmentally appropriate daily activities for students.
- Communicated with parents and guardians regarding academic, behavioral, or safety concerns
- Collaborated with peers to enhance work environment and support instructional planning
- Practiced positive, consistent discipline in classroom management
- Used varied tools to perform both formative and summative assessments
- Created and maintained a clean, safe and organized learning environment.
- Identified and suggested creative sources to help students grasp complex subjects or concepts.
- Planned lessons with logically sequenced objectives, based on curriculum
- Participated in training courses and professional development opportunities to improve teaching skills.
- Served as mentor and role model for learners by demonstrating appropriate behavior.
- Encouraged student participation and challenged students to think critically
- Developed comprehensive course syllabi detailing policies and class schedules

## EDUCATION

## AWARDS

**Certificate of medication management** Learn how to receive, store, administer, and document medication children in your early learning program. Childcare basics (or equivalent) meets the requirements. CORE COMPETENCY: Health, safety and nutrition; No STARS Hours

**Certificate of completion** this training is recorded in order to receive your login access to the electronic attendance system. Learn about the electronic system and how to track and submit your attendance records. CORE COMPETENCY: Health, safety, and nutrition; No STARS hours.

## LANGUAGES

English and Spanish

**The Evergreen State College, Olympia WA—**

January 2022 -

**Eastern Washington University, Cheney WA—**

September 2020 - December 2021

**Skagit Valley College, Mount Vernon WA— *Transfer Degree***

September 2016 - June 2020