# Darlene Cinto

#### 807 S Harrison St Apt B ●Lexington Nebraska 68850● 308-746-6184 ● cintodarlene@yahoo.com

### Life Skills Teacher

## EDUCATION & TRAINING

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| High School - High School Diploma  | June 2013 |

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| Montebello High School | Montebello California |

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| Associate of Science - Associates Degree  |  |

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| East Los Angeles College | Monterey Park California |

## KEY COMPETENCIES

* Monitoring
* Reading Comprehension
* Bilingual (Spanish)
* Writing
* Mathematics
* Management of Personnel Resources
* Time Management
* Judgment and Decision Making
* Active Learning
* Management of Financial Resources
* Active Listening
* Service Orientation
* Instructing
* Persuasion
* Fast learner
* Open-minded
* Coordination
* Social Perceptiveness
* Critical Thinking
* Learning Strategies
* Complex Problem Solving

## PROFESSIONAL EXPERIENCE

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| Life Skills Teacher | March 2017 - June 2017 |
| Mercedes Diaz Homes | Whittier California |

* Work with individuals to encourage positive choices, assist individuals in exercises to improve mobility range of motion and self-help skills. Meal preparation, medication administration, and personal hygiene.
* Establish and enforce rules for behavior and procedures for maintaining order among individuals.
* Observe and evaluate individual’s performance, behavior, social development, and physical health.
* Plan and conduct activities for a balanced program of instruction and work.
* Meet with other professionals to discuss individual needs and progress.

**SALES ASSOCIATE**  February 2016 March 2017

PRINCESS Los Angeles California

* Greeting customers
* Monitor sales activities to ensure that customers receive satisfactory service and quality goods.
* Direct and supervise employees engaged in sales, inventory-taking, reconciling cash receipts, or in performing services for customers.
* Keep records of purchases, sales, and requisitions.
* Perform work activities of subordinates, such as cleaning and organizing shelves and displays and selling merchandise.
* Establish and implement policies, goals, objectives, and procedures for their department.
* Instruct staff on how to handle difficult and complicated sales.
* Examine merchandise to ensure that it is correctly priced and displayed.

**Paraprofessional** January 2019- May 2019

LEXINGTON PUBLIC SCHOOLS Lexington Nebraska

* Working with children whom require one on one for special learning.
* Encourage positive decision making among students
* Providing assistance to general education and life skills teachers.
* Supervising large number of children, directing them, and making sure everyone stays on task.

**Processing Trimmer** August 2019 – Present

TYSON FOODS Lexington Nebraska