

TIESHA STEVENSON

720 Brighton Street, Philadelphia, PA 19111
tstevenson2000@gmail.com
(267) 575-4264

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EDUCATION

Career and Academic Development Institute
H.S. Diploma

Expected Graduation: Feb 2018

HONORS AND AWARDS

- Honor Roll (2016-Present) : Awarded Honor Roll for superior academic achievement
- Vice President (2016-Present) : Nominated and elected as student body vice president by students and staff
- Perfect Attendance (2016-Present): Awarded perfect attendance for 2016-2017 academic year

EMPLOYMENT EXPERIENCE

Brett diniovi association

March 2022- current

Clinical associate

Specialized in behavioral reports

Teaches ages 6 year and up

Prepare daily goals

Teach down data due to behavior

Go to different school locations to work with students on behavior

Philadelphia school district

August 2021- march 2023

Special education assistant

Assist teachers with daily goals

Assist classroom with behaviors and daily activities

Provided coverage for arrivals and dismissals

From Start 2 Finish Learning Center

September 2018- current

- Teachers aid
- Teaches ages infant, toddlers, preK new learning skills
- Prepare daily and long-term schedules of activities to stimulate and educate the children
- Teaches young children with disabilities
- Assists in implementing approved goals, objectives, and related lesson plans
- Cpr certified for infants, children and adults

Senior helpers

March-December 2019

- Direct care worker
- Help seniors with their daily activities
- Assist with household
- Cleaning daily

Transport client to doctors appointments

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Right aid Home health aid

Jan 2020-feb 2021

- Direct care worker
- Environmental services
- Supports patients by providing housekeeping and laundry services; shopping for food and other household requirements; preparing and serving meals and snacks; running errands
- Monitors patient condition by observing physical and mental condition, intake and output, and exercise

Police Explorer

April 2018

18 district Philadelphia

- Enforcement Exploring provides educational training programs for young adults on the purposes, mission, and objectives of law enforcement. The program provides career orientation experiences, leadership
- Help our community
- Community service
- Maintain a professional appearance and demeanor at all times

Canvas Skin Spa

May 2016-August 2018

Spa Assistant

Philadelphia, PA

- Assisted guests with purchases, educating guests on new skincare products and providing product demonstrations
- Cross trained as a receptionist, greeting customers, answering multi-lined phones, inputting client information and setting appointments
- Set up supplies for treatments and procedures, such as waxing, as instructed
- Provided customers with manicure and pedicure services including polishing and painting nails
- Managed cleaning and sanitizing salon instruments, work stations, and products
- Maintained knowledge of new products and kept track of product samples

Chicfila

july-2017- october2018

cashier/ front

- processed cash and credit transaction on an electronic pos system
- provided customers with meals
- maintained professional and friendly work
- maintained cleaning and sanitizing front counter

Foot Locker

January 2017-May 2017

Sales Associate / Cashier

Philadelphia, PA

- Processed cash and credit transactions on an electronic POS system, opened and closed registers, and monitored cash limits
- Resolved customer complaints with sensitivity to others and problem solving skills
- Remained up-to-date with product knowledge, sales, and promotions
- Implemented customer service strategies in order to increase sales
- Maintained a professional appearance and demeanor at all times

Tustin Camp

July 2014– August 2017

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Camp Counselor

Philadelphia, PA

- Provided supervision to 7-9 year old campers, facilitated play, and provided active support
- Utilized time management skills to stay on track with scheduled activities
- Demonstrated a high degree of responsibility while caring for children and monitoring their safety
- Acts professionally and friendly while answering parents and caregivers questions
- Acted as a team player while assisting camp counselors, managers, and administrators

SKILLS

- | | | |
|----------------------|----------------------|-------------------|
| • Time Management | • Organization | • Responsibility |
| • Customer Service | • Skincare Knowledge | • Law enforcement |
| • Direct care worker | • Spa Services | • Police cadet |
| • Child care | • Answering Phones | |
| • Team Leadership | • Product Display | |

REFERENCES

- Michelle Beech – *School Counselor* – mbeech@oicofamerica.org , (215) 567-2410
- Bridget – *Owner – Canvas Skin Spa* – (215) 991-6009
- Cynthia miller - manager - Tustin camp +1 (267) 694-3087