

Felicia J. Hawkins • Home: 610-551-5748 • fhawkins3181@gmail.com

Professional Summary:

A prior 8th grade Social Studies teacher, with over ten years of sales experience and a year and a half combined with prior work experience in education. Great leadership skills, tech-savvy, excellent at juggling multiple task and working under pressure.

Skills:

Self-motivated: Able to complete tasks without supervision
Strong verbal communication: Comfortable speaking to a group of people
Extremely Organized: Everything must have a place
Team leadership: Have accomplished management level
Career Driven: Very focus on my career and its outcome
Determined: Not one to give up so easily
People-person: Very sociable
Confident: Very sure in myself

Work History:

Lead Preschool Teacher, Philadelphia PA, 08/31/2020 to Current

Lead Pre-K teacher for Little Einstein's Early Learning Center.

Co-Lead Preschool Teacher, Bala Cynwyd PA, 03/02/2020 to 06/28/2020

A Co-lead Pre-K teacher for The Goddard School of Bala Cynwyd.

Lead Toddler Teacher, Norristown PA, 12/27/2018 to 02/28/2020

A lead toddler teacher for Chesterbrook Academy.

City Carrier for United States Postal Service, Elizabeth City, NC 01/2018 to 05/2018

I was a mail carrier for the city of Elizabeth City NC.

Kindergarten Teacher Assistant- Elizabeth City, NC 09/26/2017 to 01/2018.

I was a Kindergarten Assistant teacher for the Albemarle School System.

8th Grade Social Studies Teacher, 09/2016 to 06/14/2017 (**Elizabeth City Middle School**) Elizabeth City, NC

A prior 8th grade Social Studies Teacher for Elizabeth City Middle School in Pasquotank County, Elizabeth City NC. Where the principal is Timothy Worrell and assistant principal is Nava Coppin, who were my supervisors.

Select Automotive – Virginia Beach, VA

Internet Sales Coordinator , 08/2015 to 05/2016

Produce automobile sales through the internet for a luxury car dealership.

Perry Auto Group Carolina Chrysler Dodge Jeep and Performance Chevrolet – Elizabeth City NC

Internet Sales Coordinator , 02/2014 to 03/2015

Produced automobile sales through the internet for a car dealership.

Dollar General – Elizabeth City, NC

Assistant Manager, 06/2013 to 12/2013

Managed handle of money, staff, shipment

The Goddard School – Royersford PA 12/2006 to 12/2007

Assistant Teacher/Floater

I was an assistant teacher/floater for infant children all the way up to kindergarten.

Savannah State University – Savannah, GA

Lab Assistant, 08/2008 to 05/2011

Financial Aid Assistant, 08/2006 to 05/2008

Virginia State University – Petersburg, VA

Education:

Bachelor of Arts Degree: History, 2011

Savannah State University - Savannah, GA

While attending Savannah State University, I decided to join our Tiger Ambassador Team. This entitled welcoming potential new students to our University, by giving them a tour and background knowledge of our campus.

Norristown Area High School - Norristown, PA

High School Diploma: General Studies, 2006

In high school I was apart of the college bound course for Government. I was also part of the Norristown High School choir.

Certifications:

State of North Carolina State Board of Education Department of Public Instruction (Temporary Permit)Professional Educator's License Department of Transportation Motors (Sales License)