

Mary Jarrett

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Objectives

To bring to your attention the skills, strategic thinking and leadership abilities that are needed to accomplish company goals. To also secure a position with an expanding company and establish myself as a valuable and dedicated member.

Education

University of Louisville: BA Science: Major: Exercise Science/Minor: Wellness Coach /Graduation Date: 12/13/2012/GPA: 3.7

Experience

ESL Teacher

Employer: Jeong Seong Language Academy
1099-2 Sanbon- dong Gunpo-si, Gyeonggi-do, South Korea
February 28, 2013 – February 28, 2014

Salary: 2.2 million won per month (1900 USD per month with taxes withheld) 25 hours/wk

Supervisor: Joanne Kim

Clearance: FBI background check

Taught 22 Elementary classes per week each 50 minutes long and each class varied in skill and placement. Created writing assignments and presentations that engaged students while testing what they had already learned. Engaged students through humor and activities for optimum interaction in large and small groups. Broke down seemingly large learning tasks into manageable segments. Developed curriculum based on student's interest and learning abilities.

Server

Employer: Bearno's Pizza
2900 Taylorsville road Louisville, KY 40205
May 2003- Feb. 2013

Salary: \$4.00 + tips 25-30 hours/week

Supervisor: Jennie Kessler (502)-458-8605

Progressed from being a busser, kitchen staff, answering phones, and finally serving. As a server, it is my responsibility to make rapport with customers. I have to be able to communicate with a broad range of customers and co-workers. Must be able to work efficiently under pressure and handle cash, credit cards and sometimes checks. At the end of a shift, it is vital to clean sections and perform side-work duties.

Wellness Coach

Employer: University of Louisville
500 S Preston St, Louisville, KY 40202
January 2012- April 2012

Salary: n/a Internship

Supervisor: Paula Kommor (502) 852-7755

Assigned two University administration workers in order to observe habits, encourage better ways of life, set goals to conduct a higher quality of life. Connected with patient while assessing their health situation and doing what is called for to improve their immediate health needs. Developed customized care plan for program participants including goals and action steps. Collected biometric data such as height, weight, demographic data to relate to measurement of progress. HIPAA certified.

Cardiopulmonary Rehab

Employer: Baptist East Hospital
4000 Kresge Way Louisville, KY 40207
December 2011- April 2012

Salary: n/a Internship

Supervisor: Janet (502)-897-8100

Worked with EKG on patients, documenting and monitoring their heart rate and oxygen saturation, and detecting for any abnormalities. Recorded patient's blood pressure and overlooked exercise logs. Utilized pulsometer to record pulse and oxygen saturation. Educated patients and their families about heart attacks, strokes, and bypass surgeries.

Certifications

HIPAA certified

Computer Skills

Microsoft Office, Outlook, Internet