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**Stephanie J. Cwalinski**

**Objective:**

To obtain a position where I can use my knowledge and talents to contribute to an ESL learning program.

**Experience:**

Developmental Disabilities Institute

07/12 - Present **Community Instructor**

 Provide services to adults with autism

 Assist/instruct individuals in daily living skills and community integration

PetSmart

05/10 – 09/10 **Cashier**

Greet customers

 Handle all customer purchases and returns/exchanges

Good Samaritan Hospital

11/08- 08/09 **Assistant to the Vice Presidential Office**

Maintain medical files & malpractice claims

Assist in filing, faxing, and processing confidential reports

 Barack Obama Presidential Campaign

9/08-11/08 **Campaign Supporter**

 Contributed to campaign promotional marketing and advertising

 Assistant to Rockland County Legislator Brenda Atkins

**Education:**

Stony Brook University

09/09-05/13 Stony Brook, New York

 Psychology

 Uniwersytetu Mikołaja Kopernika

10/10-05/11 Torun, Poland

 Polish Intensive Language Program

Rockland Community College

09/08- 05/09 Suffern, New York

 Liberal Arts

9/05- 8/08 Warwick Valley High School

 Warwick, New York

 Graduated Junior year June 2008 with high honors

**Relevant skills and experience:**

Multilingual: Fluent in Spanish and Polish

 Proficient in Microsoft Word, PowerPoint and Internet

 Former student of intensive language program

Avid traveler

08/30/2013

My name is Stephanie Cwalinski, and I’m a multilingual, American university graduate looking for work abroad. I learned of your agency from Dave’s ESL Café, and I’d be interested to hear more from you about positions available in Seoul. I’d like to work with older children, from middle to high school, but I’m open to teaching younger classes as well.

I graduated from Stony Brook University this past May with a bachelor’s degree in Psychology. I particularly enjoyed my classes in childhood development, and I would love to have a chance to work with children. I feel that I can use my education to contribute to children’s education and well-being in school.

I currently work with an agency where I provide direct care for adult with developmental disabilities. I feel this job is helping me develop an understanding for others, while also teaching me patience and acceptance. Often times when those I’m caring for find something difficult or frustrating, I must act quickly and think of new way in which to teach them or help them calm down. I feel I can use my work experience to provide an education at a pace appropriate to the student, providing challenges but offering support if the task proves to be too much.

I also spent one year abroad in Poland where I was the student of an intensive language course for the duration of my stay. I certainly feel that this will help me in the classroom since sitting on the other side of the desk for so long has given me the language student’s perspective. Languages can often be very difficult and frustrating to learn, and I feel that I can offer an understanding response to students who are having trouble. I also plan to learn Korean once I am living there, so I feel like I could relate with them while we are all struggling to learn a foreign language.

I’d be happy to hear from you very soon. If you have any questions for me, or if you would like to schedule an appointment to talk, feel free to contact me. You can reach me by e-mail at stephaniecwalinski@gmail.com, or by phone at (845)-492-7717 (anytime Monday, Wednesday, Saturday). Thank you very much for your time and consideration.

Sincerely,

Stephanie Cwalinski