

MARCI

OBJECTIVE

To obtain a part time position in which I can utilize my clerical skills and educational experience to make a positive contribution to an organization.

CLERICAL SKILLS

- Type 62 wpm
- Strong organization skills
- Teaching experience, High School and College
- Computer savvy
- Thorough in completing all tasks
- Self- motivated
- Excellent communication skills

EXPERIENCE

Washburn University

Adjunct Professor • 2020 – 2020

University of Kansas – Dole Human Development Center

Teaching Assistant • 2003 – 2008

Trail Ridge Middle School

Science Teacher • 1998 – 2003

EDUCATION

University of Kansas • 2007

- Masters in Human Development

University of Kansas • 1993, 1996

- B.A, Psychology (1993) & Human Biology (1996)

Washburn University • 1998

- Kansas State Teacher Certification