

# Lacy Polley

Saint Joseph, MO 64506

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Authorized to work in the US for any employer

## Work Experience

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### **Mentor Teacher**

Interserv - Saint Joseph, MO

February 2020 to Present

I am a teacher. I help youth at my program complete their daily work. I lead activities throughout the day that are exciting and age appropriate for the youth.

### **CNA - Certified Nursing Assistant**

Diversicare Health Care - Saint Joseph, MO

Present

### **Hostess**

Buffalo Wild Wings - Saint Joseph, MO

July 2018 to March 2019

I answered telephone for take out orders. i ran the cash register and notified guest our daily specials. I also sat guest at their table. In my free time i cleaned and ran food.

## Education

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### **High school diploma**

Central High School - Saint Joseph, MO

August 2016 to Present

## Skills

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- Hostess
- Busser
- Customer Service
- Host
- Front Desk
- Teaching Experience (1 year)
- Team Building (1 year)
- fast pace worker (2 years)
- Childcare (1 year)
- Cash Handling (3 years)

- Math
- Toddler Care
- Mentoring
- Developmental Disabilities Experience
- Classroom Management
- Medical Terminology (2 years)
- Computer Skills (3 years)
- Tutoring
- Caregiving
- Experience with Children
- Babysitting
- Organizational Skills
- Special Education
- Early Childhood Education
- Autism Experience

## Certifications and Licenses

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### **Driver's License**

#### **CPR & First Aid**

December 2020 to December 2021

#### **Principles from the NAEYC Code of Ethical Conduct**

Present

#### **Child Abuse: Signs of Abuse and Reporting Requirements for Early Childhood Professionals**

Present

#### **Child Abuse: The Impact of Maltreatment on Relationship Skills and Bonding**

Present

#### **Oral Health in Early Childhood**

Present

#### **Children and Divorce**

Present

#### **The School-Age Child Care Environment: General Guidelines for a High-Quality Out-of-School Program**

Present

#### **Practicing Positive Guidance with Preschool and School-Age Children**

Present

#### **CCDBG Health and Safety Basics**

Present

## **CNA**

### Assessments

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#### **Customer Focus & Orientation — Proficient**

December 2019

Responding to customer situations with sensitivity

Full results: [Proficient](#)

#### **Building relationships for childcare providers — Familiar**

February 2021

Building positive and productive relationships with families of children ages 0-3

Full results: [Familiar](#)

#### **Active listening — Completed**

February 2021

Actively listening and appropriately responding in conversations

Full results: [Completed](#)

#### **Customer service — Familiar**

February 2021

Identifying and resolving common customer issues

Full results: [Familiar](#)

#### **Customer focus & orientation — Proficient**

February 2021

Responding to customer situations with sensitivity

Full results: [Proficient](#)

#### **Work style: Conscientiousness — Highly Proficient**

February 2021

Tendency to be well-organized, rule-abiding, and hard-working

Full results: [Highly Proficient](#)

#### **Attention to detail — Familiar**

February 2021

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Familiar](#)

#### **Nursing assistant skills — Highly Proficient**

February 2021

Providing nursing aid to patients using knowledge of relevant equipment and procedures

Full results: [Highly Proficient](#)

## **Nursing assistant fit — Proficient**

February 2021

Measures the traits that are important for success for nursing assistants

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.