

Gertrude Yego

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Work Experience

Dungarvin

2014 to Present

Direct Support Professional

- Support residents in development of basic living
- Support residents with social skills
- Help integrate resident into the community

Financial Consultant

Dungarvin

2016 to 2016

Dungarvin

2016 to 2016

Campaign Management

Life and Health Insurance Agent

Dungarvin

2015 to 2015

St. David's Center

2013 to 2015

Direct Support Professional

- Support clients in development of basic living
- Support clients with social skills

At Home Living 2014

Direct Support Professional

- Support residents in development of basic living
- Support residents with social skills
- Help integrate resident into the community

Mary T. Inc

2012 to 2014

Direct Support Professional

- Support residents in development of basic living
- Support residents with social skills
- Help integrate resident into the community

Cutco and Vector Marketing

2013 to 2013

Sales

- Assist in the success of the company
- Do in home demonstrations
- Set up appointments

Assistant Manager

Two Scoops

2012 to 2012

- Provided customer service
- Closed register at the end
- Responsible for opening and/or closing shop

Teacher's Aide

Arena Early Learning Center

2012 to 2012

- Assist with providing care for children
- Assist in studies
- Lead activities3

Teacher's Aide

Anoka Hennepin School District

2011 to 2011

- Assist teacher with students
- Provide any other assistance
- Lead some group activities

Adventure's Plus

- Lead in group activities
- Tutor
- Provide with student assistance

Education

Anoka Technical College

2014

Minneapolis Community and Technical College

2012

Skills

- Customer service
- Microsoft Excel
- Microsoft Outlook

- Tutoring
- Childcare
- Teaching
- Assistant Manager Experience
- Classroom Management
- Math
- Nannying
- Toddler Care
- Direct support
- Early childhood education
- Infant care
- Special education
- Autism experience
- Special needs
- First aid
- Childhood development

Languages

- English - Expert

Certifications and Licenses

CNA

Assessments

Administrative assistant/receptionist — Proficient

December 2021

Using basic scheduling and organizational skills in an office setting

Full results: [Proficient](#)

Scheduling — Highly Proficient

February 2021

Cross-referencing agendas and itineraries to avoid scheduling conflicts

Full results: [Highly Proficient](#)

Customer service — Expert

February 2021

Identifying and resolving common customer issues

Full results: [Expert](#)

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