

Kellie Eastman

Activity Coordinator

Loveland, CO

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I am hardworking, honest and I work well with others establishing positive and open communication channels. Quick learner and always asking questions if I don't understand something so that I can learn and do things correctly. I take pride in the quality of my work. I bring a positive energy to the work environment and makes people's days and shifts more enjoyable.

Authorized to work in the US for any employer

WORK EXPERIENCE

Activity Coordinator

Foothills Gateway - Fort Collins, CO -

2013-04 - 2016-08

Worked directly with adults who have intellectual/developmental disabilities (individuals) at a day program.

- Transported individuals to and from day program.
- While in the building, assisted individuals with various activities.
- Took individuals out to a variety of community settings.
- Assisted individuals with going to the bathroom by using hoists and changing tables.
- Assisted individuals in eating lunch, most cannot feed themselves.
- Gave medications prescribed to certain individuals.
- In charge of the overall safety and health of the individuals while at day program.

Backroom Associate

Marshalls - Loveland, CO -

2013-04 - 2015-06

Helped unload the delivery truck and got it ready for processing.

- Laid the clothes on the tables by the hanging station.
- Censored the appropriate clothing.
- Hung the clothes and put them on racks to get them ready to go out on the floor.
- When not hanging helped out in other departments with their merchandise.

Worker

Sipes Concrete - Fort Collins, CO -

2012-04 - 2013-04

Worked for this company off and on when they needed help with snow removal.

- During the winter, shoveled all the sidewalks, pathways, and walkways around the appropriate businesses.
- Threw salt down on the areas that are icy and slippery.

EDUCATION

Indiana Wesleyan University - Marion

2020

psychology

University of Northern Colorado - Greeley, CO

2018-01 - 2018-03

nursing

University of Texas at El Paso - El Paso, TX

2016-08 - 2017-12

Mountain View High School - Loveland, CO

2011-05

ADDITIONAL INFORMATION

Skills

- Strong work ethic

- Relationship skills

- Communication skills

- Life-time learner: seeks clarification

- Critical-thinking skills

- Quick learner

- Honesty and integrity

- Dependable

- Positive energy

- Quantitative skills

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