

Dawn Ayus

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Professional Summary

Accomplished and energetic paraprofessional with a solid history of achievement in working with deaf children. Motivated leader with strong organizational and prioritization abilities. Areas of expertise include American Sign Language, fast learner and complete tasks.

Skills

Fast learner
Clerical
Judgement and decision making
Monitoring
Learning Strategies

Active learning
Fine arts
Computer and electronics
Persuasion

Experience:

Amazon Driver Associate

Infinite Delivery OPS

February 16, 2022 – March 14, 2023

Round Rock, Tx

- All up to date Driver training
- Loading packages onto a van using equipment like trolleys and dolly
- Planning routes using GPS or a custom route system like we use google or apple maps use to identify the fastest way without traffic and hindrances.
- Scheduling time for delivery and, if needed contacting customers before making delivery to ensure their availability
- Maintaining good interpersonal relationships with the employers and the customers by communicating with clarity and accepting their feedback or complaints
- Inspecting the vehicle for fuel level, proper functioning of brakes, tire pressure, alignment of rear-view mirrors, and that the lights are working.
- Driving delivery vehicles that could be electric or motor operated with utmost care and ensuring the safety of goods.
- Following road safety protocols like wearing seatbelts, using the turn signal, and obeying all traffic signs while driving the delivery vehicle.
- Collecting signatures from customers base on their receive packages requirements.

Reason for leaving: Injury on the job

Volunteer Newborn Assistance
Second Star Portraits

During Summer of 2022
Copperas Cove, Tx

- Setup photo shoot scenery, lighting, and props
- Assisting the photographer by being her eyes in front and behind lens.
- Assisting with putting outfits on newborn babies
- Keeping babies happy and stay asleep.

Camp Staff/Counselor
Deaf Community Center- Deaf Youth Literacy Camp

Every Month of July 2015 - 2019
San Diego, Ca

Team Building
Sport Coaching
Activity Planning and oversight
Sportsmanship

Wilderness Survival
Crafts
Leadership
Theatre

- Planned, coordinated, and executed activities while guiding campers in personal growth and daily living skills.
- Assisted in direction and supervision of campers in their living unit and during activities while championing program initiatives and camp mission.
- Safeguarded personal property, camp equipment, and facilities.
- Provided leadership to campers in all areas and acted as a role model in all areas of camp activities, including cleanliness, punctuality, chores, rules, and sportsmanship.
- Contributed to verbal and written evaluations, activity planning, and administration.

Utility Porter
Airspace Lounge

March 2019 - August 2019
San Diego, Ca

- Cleans and sanitizes kitchen food prep areas and mop floors.
- Observed all food-safety requirements established by organization
- Able to give accurate and detailed information to guests, co-workers and management
- Assist kitchen and counter personnel in food preparation and guest service
- Cleared dishes after guests departed and took tableware to washing station
- Sanitized each table area to prepare for next guests
- Monitored guests area and responded to requests or cleaning needs promptly
- Completed end-of-shift cleaning duties to maximize dining area cleanliness

- Organized tables efficiently and assisted janitorial staff with trash removal from lounge, kitchen, and restroom.
- Cleaned building floors by sweeping, mopping, scrubbing, and vacuuming.
- Knowledge of using cleaning chemicals

Reason for leaving: Moving to Texas

Customer Services/ Attendant

February 2019 - March 2019

Fresh n Clean Laundromat Attendant

El Cajon, Ca

- Responsible for both opening and closing operations of the store as well as daily maintenance of the property.
- Responsible for balanced cash drawer for opening and closing shifts.
- Organize linen carts for washing and drying.
- Manage customers' pick up drop off service, including accurately weighing and calculating payments for services.
- Load dirty linen and other materials into washers and dryers.
- Sort and count articles removed from dryers, fold, wrap, or hang them.
- Maintain the comfort and cleanliness of the entire storefront, and service machines whenever necessary.
- Maintain task records and time sheets for submission to supervisor.
- Perform all tasks in accordance with appropriate safety rules and regulations.
- Report equipment malfunctions to the supervisor promptly.
- Ability to work without direct supervision
- Assist customers in the use of equipment.
- Ensure that lint filters are changed at least once every day.
- Handled monetary transactions, store operations, and customer satisfaction at a busy laundromat.

Reason for leaving: Had a job offer

Special Education Signing Paraprofessional

September 2014 - November 2019

San Diego Unified School District

San Diego, Ca

I'm a teacher aide working with Deaf students in middle school.

- Supervise students in classrooms, halls, cafeterias, school yards, and gymnasiums, or on field trips.
- Discuss assigned duties with classroom teachers to coordinate instructional efforts.
- Assist in bus loading and unloading.
- Observe students' performance and record relevant data to assess progress.
- Present subject matter to students under the direction and guidance of teachers, using lectures, discussions, or supervised role-playing methods.

- Distribute test and homework assignments and collect them when they are completed.
- Grade homework, test, and compute record result, using answer sheets or electronic marking devices.
- Organize and label materials and display students' work in a manner appropriate for their eye levels and perceptual skills.
- Laminate teaching materials to increase their durability under repeated use.
- Tutor individual pupils or groups of pupils in their home language or appropriate sign language system.
- Arrange bulletin boards and other displays.
- Supervise pupils in the special education classrooms or resource center, in the absence of the classroom teacher.
- Provide individual or small group instruction as provided for in established individual education plans.
- Support behavior management program.
- Prepare and assist in instructing pupils in the use of a variety of supplementary instructional materials and audiovisual aids.
- Administer, score, and record grades of tests.
- Oversee and perform cleanup activities.
- Maintain class rolls, attendance, and other records.
- Operate audiovisual equipment.
- Participate in staff development programs as directed.
- Gather, compile, and prepare data for statistical and operational reports.
- Maintain records of expenditures for supplies and equipment.
- Coordinate and supervise pupil use of a learning resource center.
- Accompany and provide instruction to pupils on buses while enroute to and from school and during field trips.
- Assist with the logging of daily bus ridership data. Perform related duties as assigned.
- Assist pupils with computer works such as Google Drive; docs, spreadsheet, slideshow/PowerPoint.
- Scan books and convert it into PDF
- Modification worksheet
- Assist Teacher with preps.
- Organizing and leveling books.

Reason for leaving: Moving to Texas

Care Provider

In Home Service Support

May 2010 - February 2020

San Diego, Ca

- Provide care for the child with disability
- Responsible for primary care and medications management
- Sanitize Nebulizer supplies
- Access and Deaccess to flush porta Cath and insert Antibiotics

- Assist with Medical machine

Reason for leaving: Moving to Texas

Grill/Drive-thru

March 2001 - October 2001

McDonald's
Ca

Santee,

- Cook and package batches of food, such as hamburgers and fried chicken, which are prepared to order or kept warm until sold.
- Operate large-volume cooking equipment such as grills, deep-fat fryers, or girdles.
- Cook the exact number of items ordered by each customer, working on several different orders simultaneously.
- Service orders to customers at window, counters, or tables.
- Prepare and serve beverages such as coffee and fountain drinks.
- Grill, cook, and fry foods such as French fries, eggs, and pancakes.

Reason for leaving: Going back to dormitory school

Data Entry

June 1999 - August 1999

East County Career Center

El Cajon, Ca

Summer job through Work Experience Program during High School

- Compile, sort, verify the accuracy of data before it is entered.
- Store completed documents in appropriate locations.

Reason for leaving: Going back to school

Education

High School Diploma

June 2002

California School of the Deaf

Riverside, Ca

Credentials:



February 11, 2021



March 15, 2021



April 22, 2021