

Stephanie M. Corelli

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California State University Monterey Bay
100 Campus Center Seaside, CA 93955

Career Objective: To obtain a government position as a translator/interpreter

Education: Associate of Arts Spanish Degree, San Diego City College, San Diego CA, 2006

Skills: Bilingual in English and Spanish, team player, problem-solver, able to manage my time well, ability to work under pressure, self-motivated, pro-active

Work Experience: Katherine's Health Care, Salinas CA, 93901

Activities Assistant, 2015-present

- Worked and collaborated with the Head Director, Certified CNA's, and Physical Therapists to help ensure the health and well-being of each patient.
- Assisted supervisor with implementing social activities, including art projects, fundraisers, and field trips for residents.
- In charge of supervising residents in the social dining area during activities.
- Participated in one-on-one's, or individual room visits, with patients while providing companionship, moral support, and addressing any concerns of families and medical staff.

Work Experience: (*Self-Employed*), Salinas CA, 93901

Spanish Tutor, 2015-present

- Provided tutoring services to students and professional associates by helping improve verbal and written skills in Spanish
- Selected appropriate materials and resources to guide students while preparing for upcoming exams and quizzes.
- Administered notes and re-assigned chapter review assignments and tutorials

Work Experience: Home Start, 4631 35th St. San Diego, CA 92116

Interpreter, 2012-2014

- Helped facilitate business transactions between CPA's and taxpayers
- Acted as mediator for staff and clientele; resolving issues regarding tax information
- Explained financial jargon to customers in a way that they could better understand, in order to file their taxes

References: Available upon request