

Kelley A. Hufendick
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College Address:
One College Hill #549
Canton, MO 63435

Home Address:
3233 Wynridge Rd
Quincy, IL 62305

Objective

As an entry-level teacher, I would like to utilize my lively and energetic attitude in teaching students with great enthusiasm. I plan to devise unique practices of teaching that creates interest in all students.

Education

Bachelor of Science in Education Culver-Stockton College, Canton, MO Cumulative GPA: 4.0 on a 4.0 scale	2016-Present
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Work Experience

Mabee Recreation & Wellness Center <i>Gym Attendant</i>	May 2017- Present
<ul style="list-style-type: none">• Capability to perform appropriately during high stress situations through adult and pediatric First Aid/CPR/AED certification• Maintain cleanliness of gym facility and equipment• Enforce Center policies and procedures routinely, positively, and consistently	

State Street Bank <i>Document Imaging Assistant</i>	June 2017- Present
<ul style="list-style-type: none">• Prepared documents for scanning, indexing, and verifying records accurately• Performed work at an established production rate• Ability to recognize and organize loan documents properly	

Activities and Awards

- Recipient of Presidential Scholarship
- Recipient of Culver-Stockton Scholarship
- Member of Institute of Management Accountants, Student Chapter
- Member of Phi Eta Sigma
- Volunteer for Give Kids A Smile
- Volunteer for Relay For Life
- Volunteer for American Heart Association

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REFERENCES

Dr. Diana King

Assistant Professor of Master of Education

Program Director

One College Hill

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Mr. Mike Mahair

President of State Street Bank

State Street Bank

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Mrs. Cindy Vancil

Studio Owner of Vancil Performing Arts Center

Vancil Performing Arts Center

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