

Samira Kreischer

Highly-Motivated, Coachable, and Adaptable

Williston, FL 32696

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Highly motivated, adaptable, university graduate with a Bachelor of Arts and Sciences and 10+ years of customer service experience. Possess strong communication skills, problem-solving skills, organizational skills, and the ability to excel as a team player or work independently.

Authorized to work in the US for any employer

Work Experience

Assistant Teacher

Growing Kids Learning Center-Valparaiso, IN

November 2023 to March 2024

I assisted preschool (3-4 yrs old) and elementary school-age children (6- 10 yrs old).

- Provided individualized support to students with special needs, ensuring their inclusion and participation in classroom activities
- Managed classroom behavior by implementing positive reinforcement strategies and maintaining a safe and respectful learning environment
- Supervised students during recess, lunchtime, and field trips, ensuring their safety at all times
- Communicated regularly with parents regarding student performance, behavior issues, and upcoming events or projects

Work Gap

July 2021 to October 2023

Focused on my education, cared for love ones, and traveled

Martial Arts Manager

Pro Taekwondo School-Gainesville, FL

July 2016 to June 2021

Management

- Led a team of employees, providing guidance and support to ensure efficient operations
- Provided ongoing coaching and mentoring to team members, coordinated training to help individuals learn company policies, procedures, curriculum and job tasks

Customer Service

- Delivered outstanding service for students and families, and maintained a loyal clientele.
- Conveyed excellent customer service by overcoming financial challenges, commitment or schedule objections by problem-solving and educating customers on all possible solutions.

Teaching

- Created, planned, and implemented Taekwondo sessions and helped students reach their fitness goals, increased self-confidence, and self-defense knowledge.
- Designed rigorous group lessons, and monitored students progress toward higher ranks, tested students periodically and issued new belts, and organized/ led ceremonies.

Financial

- Achieved monthly revenue goals by discussing memberships, advertising, selling merchandise, and organizing/leading community events for schools in our community and social events (birthday parties, picnics, and tournaments).

- Processed merchandise returns and exchanges for customers, refunded payments, traded items, and offered store credit.
- Minimized financial discrepancies by maintaining historical data and by organizing and filing daily, monthly, and yearly statistical reports.

Advertising/Marketing

- Emailed, printed, and made phone calls, face-to-face interactions, and social campaign strategies to strengthen brand awareness with target consumers.
- Passed out flyers to the general public at strategic locations and seeded opportunities by asking country clubs, and apartment/condo permissions to be a part of their welcome home packages.

Assistant Martial Arts Instructor

Southlake Martial Arts-Valparaiso, IN

August 2013 to June 2015

- Demonstrated martial arts techniques helped students practice their techniques and embrace individual learning needs.
- Handled client inquiries with professionalism and enthusiasm
- Provided excellent service and attention to customers in face-to-face interactions or over the phone.

Education

Bachelor's degree in General Studies

Indiana University-Northwest - Gary, IN

August 2021 to May 2024

Associate in Arts (AA) in Anthropology

Santa Fe Community College - Gainesville, FL

August 2017 to December 2020

Skills

- Communication (10+ years)
- Leadership (8 years)
- Teamwork (10+ years)
- Learning/adaptability (10+ years)
- Self-management (8 years)
- Organizational skills (10+ years)
- Problem-solving (10+ years)

Languages

- English - Fluent