***Tricia A. Ellsworth***

***8415 Route 305***

***Belfast, NY 14711***

***585/968-3807***

*tellsworth@fillmorecsd.org*

To obtain a position to enable me to work with young adults to teach them information that is important in finding a job.

**OBJECTIVE**

**EDUCATION**

## Fillmore Central School

## 104 West Main Street

## Fillmore, NY 14735

## Expected Date of Graduation, June 2024

Major: Business

* Friendly
* Honest
* Understanding
* Confident
* Excellent typist

# Precise

* Patient

## Attentive

* Good natured
* Hard working

**PERSONAL**

## **SKILLS**

**WORK** Fillmore Central School Rush-Henrietta Central School

**EXPERIENCE** 104 West Main Street 1799 Lehigh Station Road

 Fillmore, NY 14735 Henrietta, NY 14467

 716/567-2251 716/359-5271

 Business/Computer Teacher Business/Computer Teacher

 9/07/99 to Present 9/08/98 to 8/01/99

# SKILLS Office 365 MS Word

 MS Outlook Email MS PowerPoint

 Canva Typing 35 wpm

 Google DocsFile Management Experience

#

**REFERENCES** Mr. Eric Talbot Ms. Stephanie Cook

 High School Principal High School Guidance Counselor

 Fillmore Central School Fillmore Central School

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 Fillmore, NY 14735 Fillmore, NY 14735

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