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**Lauren E. Holmes**

3007 Antelope Trail

Temple, Texas 76504

**Objective**: To obtain employment as a teacher and further my career objectives.

**Education**

Santa Fe High School Santa Fe, TX

Distinguished Diploma Graduated 2007

University of North Texas Denton, TX

Bachelor of Arts Degree: Psychology Graduated 2013

**Employment History:**

**ARES Corporation** Job title: Receptionist/Administrative Assistant

16441 Space Center Blvd 06/2008 - 08/2009

Houston, Texas 77058 713.933.6800

Supervisor: Melba York

**Pappa’s Seafood House** Job title: Server

19991 I-45 South 09/2009 – 08/2010

Webster, Texas 77598 281.332.7547

General Manager: Steve Sims

**NASA** Job title: Inventory and Archiving

2101 NASA Parkway 12/2009 - 02/2010

Houston, Texas 77586 281.244.7967

Supervisor: Kathleen Blount

**Wonderland English Academy** Job title: Teacher

285-4 Chimsan-dong Buk-gu 08/2013 - 09/2014

Daegu, South Korea 702-856 053.359.0533

Owner/Director: Ivy Joo-Hyun Sung

**Skills**

• Proficient in computer information systems: MS Word, Excel, PowerPoint, Office

• Typing capabilities: 55 wpm

• Excellent written and oral communication skills

• Highly organized and detail-oriented

• Ability to multitask and work under deadlines

• Comfortable working in a fast paced, high volume environment

• Knowledge of classroom management methods and interdisciplinary techniques

**Achievements**

• Who’s Who Among American High School Student 2005-2007

• All-American Scholar Award Winner 2007

• 47 hours of advanced Psychology coursework

• Member of Seven Circles Student Organization 2012 - 2013

References Provided Upon Request