princess (Dalina) **senior**

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# Education

## Valparaiso University, Valparaiso, IN

## Graduated May 2021

## Bachelor of Arts in Chinese & Japanese Studies, Minor in Spanish

# Experience

**Private Family, Baltimore, MD**

Personal Accountant 2021-Present

## Private Family, Baltimore, MD

## 2017-2020

## *Babysitter*

* Supervised infant child for three years during summers and breaks
* Functioned in light housekeeping
* Conducted meal prep
* Managed daily schedule for child

## Hangzhou, China Fall 2019

## *English Teacher’s Assistant*

* Conceptualized hour long lessons for Chinese elementary schoolers
* Oversaw lesson instruction
* Classroom management

# Skills

* Intermediate Level Chinese and Spanish
* Customer service
* Organizational skills
* Interpersonal Communication
* Accounting
* Problem Solving
* Adept in Microsoft Office Suite
* Servsafe Certificate (2017)