

Summary

My name is Arvilla Dafonseca. I'm 33 years old and looking forward to take a position of Assistant Athletic Trainer / Lecturer in your company. I'm certified in Project Management certification . With over 10 years of experience in Fluency in Spanish Portuguese is and Ability to motivate a team and demonstrate leadership skills. Should be a team player with good interpersonal skills.

Dafonseca Arvilla

Assistant Athletic Trainer / Lecturer

Expirience

Assistant Athletic Trainer / Lecturer 2016 to Present Ducceschi Masters , Fall River, NY

- After piloting, adjust if necessary and finalize the curricula according to feedback provided
- To ensure all necessary and relevant paperwork is completed and correctly filed in the training records
- Create & facilitate training solutions for internal users as well as Financial Advisers
- Coordinate and perform administrative functions necessary to deliver and document learning and development programs
- Ensure that all project activities have a focus on quality and conform to identified best practices
- Identifies service/operational inefficiencies and makes recommendations for value added enhancements to appropriate parties

Associate Trainer 2014 - 2016 Oakfield Mastery , Garden City, KS

- Responsible for the implementation of all training programs for the inside sales organization in Pearson K-12
- Provide ClinCheck review and clinical support to customers during educational events
- Contributes to own team/closely related teams by ensuring quality and accuracy of team output
- Delivering instructor led training, workshops, webinars and other learning events for Infrastructure Operations teams
- Functional, operational and technical requirements of all systems used by assigned functional area(s)

 310 Bryce Canyon Road,
Pawling, NY 16896

 409-908-5460

 a.dafonseca@edujobssearch.com

 dafonseca-arvilla-8568917

Skills

- Fluency in Spanish Portuguese is
- Ability to motivate a team and demonstrate leadership skills
- Good knowledge of file conversions from one format to other
- Excellent English and Baseline / Progressing Communication/Influence
- Compliance with and understanding of regulatory requirements
- Should be a team player with good interpersonal skills

Reference

Stalley Chanell

Head of Education/Training
Ducceschi Masters

 329-327-1337

 c.stalley@edujobssearch.com

Assistant Manager / Management Trainee
Gosling Edu Bureau , Conroy, IA

2012 – 2014

- Ensure that all the Training vendors are registered and help in vendor registrations and the renewals
- Recruitment Duties – Advertising / shortlisting / interview & reference checks
- Collaborate with departmental subject matter experts in the design of new training materials and updates to existing content
- Supports aviation training exercises, (ATX), in preparation for actual real life deployments
- Coordinate CEU compliance and distribution in collaboration with the Learning Center

International Consultant to Develop Training of Trainers
Modules on Road map
Shenandoah Institute , Port Richey, FL

2010 – 2012

- Design and implement training programs to improve the performance, safety, and efficiency of printing press operators
- Facilitate key training/sales events including Education Seminars, educator assessments, tradeshow classes, etc
- Measure impact of learning solutions, help distribute reports for home office and field employees and track metrics
- Track results after training to identify impact, transfer learning and share best practices across sites

Student Training Coordinator
East Landendiss Masters , Nashville, GA

2009 – 2010

- Strategically assess clients' business and identify improvement opportunities
- Identify and make recommendations for the learning program and process improvements
- Execute of all NHOs across functions- Liaise with Recruitment, HR and Functional Teams for the same
- Act as the Training System 'expert' for all day-to-day issues concerning Training and Development

Education

Degree in Education/Training specialisation
University of Springview, NE

2005 – 2009

Beckey Staci

Head of Education/Training
Oakfield Mastery

📞 724-480-1510

✉️ s.beckey@edujobssearch.com