

Marisol Cibrian 2256 Santana Blvd N Los Angeles CA 90059 ♦323-681-1213♦
marisolcibrian@gmail.com

Objective Enthusiastic and dedicated instructor seeking to provide effective instruction and classroom management in a fun safe environment

Work Experience

KIPP Iuminar Elementary School July 2019 - Present

- Lead Instructor
- Enrichment
- Event Planner
- Lead PD'S
- Assist with office work

American Floor Covering Center, Los Angeles CA September 2018 - May 2019 ● Customer Service Representative

- Assist customers
- Answer phone calls
- Accounts payable/receivable

LA'S Best Program Worker Los Angeles, CA January 2016 - September 2018

- Dance Coach
- Arts and Crafts
- Sports
- Help with homework

Top Line Specialty Produce Los Angeles, CA February 2015 - July 2015 ● Secretary Position

- Inventory
- Answer Calls
- Accounts payable/ receivable

Skills

- Bilingual - spanish / english
- Microsoft, quickbooks, excell, accounts payable / receivable /google docs/ spreadsheets
- Marketing
- Positive relationship with clients and colleagues

References

Business Operation Manager

Laura Rosales (323) 919-5668

Tiaren Tabares (323) 490-8919