

Amanda Velez

MTA/New York City Transit Authority

Conductor, 2019 - 2023

- Maintained a safe & orderly environment for passengers, opening/closing doors safely & efficiently.
- Assisted passengers when necessary & informed passengers to upcoming and scheduled stops.

Shema Kolainu

Rehabilitation Staff, 2017 - 2019

- Provided essential assistance to school-aged clients, on the spectrum, including meal & snack preparation & handling chores to ensure their well-being & progress.
- Assisted child age patients by providing personal services, such as, bathing, dressing & grooming.
- Assisted clients with new skills & implementing ABA therapy.

Posner Family in Tribeca

House Manager, 2015 - 2017

- Managed household budget, managing payroll of staff.
- Managed household staff, including hiring & training, making travel arrangements for family of six & staff, as needed,
- Ordered supplies for three homes & worked directly with family to help them accomplish daily activities.
- Assumed full responsibility for childcare & household management in the absence of the regular nanny during planned leaves or unexpected absences.

Responsible, empathetic & highly creative caregiver & tutor, with over 15 years experience caring for children of all ages & needs.. Skilled in creating fun, engaging & educational activities, while always prioritizing childrens' safety & well-being.

646.477.7182

amandae.velez@gmail.com

Harlem, NY

Languages

French

ASL

Spanish

Education

Talent Unlimited High School, 1999-2003

- GPA: 3.5
- Academic Honor Roll
- Major in Piano/ Musical Theatre

Medgar Evers College, 2003-2007

- GPA: 3.0
- B.A. in Developmental Psychology

Skills

