

# GUS D. GRENADIER

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Education  
Resume

## OBJECTIVE

Seeking a professional position teaching elementary education with special emphasis on \_\_\_\_\_

## EDUCATION

**Bachelor of Science in Elementary Education** May 20XX  
Indiana University Southeast New Albany, Indiana  
GPA 3.86  
Concentrations in Middle School and Kindergarten  
Student teaching assignment: S. Ellen Jones School Spring 20XX

## LICENSE

Indiana Standard Teaching License for General Elementary Expected: August 20XX

## FIELD EXPERIENCE

### General Methods

Galena Elementary – Grade 3  
Supervising Teacher: Ms. Mary Jones  
University Supervisor: Dr. Susan Smith  
Constructed an integrated curriculum unit based on insects

### Language Arts and Reading

Georgetown Elementary – Grade 3  
Supervising Teacher: Ms. Carol Sampson  
University Supervisor: Dr. Jennette Appleby  
Taught unit on Justin and the Best Biscuits in the World by M.P. Walter

## OTHER WORK HISTORY

### Film Librarian

Clark Memorial Hospital

Jeffersonville, Indiana  
February 20XX to Present

- File forms and enter computer data for 150 patient x-rays per day and hang x-ray films for 47 doctors
- Provide outstanding customer service and maintain telephone etiquette

### Statistical Clerk

Department of Immigration and Naturalization

Dec. 20XX to Jan. 20XX  
Louisville, Kentucky

- Conducted 50 telephone interviews per day to obtain data for government funded surveys
- Entered data into a microcomputer for 143 geographic areas

## PERSONAL ATTRIBUTES

Learn quickly and easily and adjust effortlessly to various working environments. Dependable, honest and able to work in situations requiring little supervision. Cheerful and work well with co-workers.

## COMPUTER SKILLS

Proficient in Microsoft Windows, Access, PowerPoint and Excel