**Natalia Denert**6507 68th Avenue  
Glendale, New York 11385  
3474044526  
e-mail: [ndenert@hotmail.com](mailto:ndenert@hotmail.com)

**Career Objectives:**

Human services student is looking for a challenging position to gain valuable practical experience that would benefit continuing studies and give an opportunity for a future career growth.

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**Qualifications:**

Highly motivated and responsible individual with good professional attitude. Experienced in working in teams and providing high quality customer service. Bi-lingual in Polish and English, displaying cultural competence.

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**Education:**

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|  | ***Bachelor of Arts: Human Services (in progress)***  New York City College of Technology - Brooklyn, NY  2012- current  ***Associate in Arts: Early Childhood Education***  Borough Of Manhattan Community College-New York, NY  Graduated: January 2012 |  |
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**Work Experience:**

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|  | ***Head waitress***, February 2010 to Current  Princess Manor Catering Hall – 92 Nassau Ave Brooklyn, NY 11222  • Oversaw various international events and attended guest's needs  • Assisted the manager in coordinating the event  • Supervised team members during the event to maintain service standards  • Trained and mentored new staff members  ***Volunteer***, March 2011 to May 2011  YMCA of Greater New York - Y After School – Ridgewood, NY 11385  • Assisted teachers witch checking students’ work  • Assisted in maintenance of assorted educational materials.  • Oversaw the safety of children |

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**Skills:**

* Knowledge of Microsoft Office
* Fluent in Polish and English
* Ability to work in teams as well as independently
* Strong work ethic and professional demeanor
* Ability to multi-task
* Punctual, reliable and well organized
* Quick learner

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October 8, 2013

Dear Hiring Manager,

I am interested in obtaining an internship position in the field of human services or counseling. Enclosed is a copy of my resume for your consideration.

I am highly motivated student with a strong commitment to serving the needs of disadvantaged youth and populations with substance abuse problems. Since we live in a culturally diverse city, we are in great need of skilled, bilingual human service professionals. Besides being empathetic person with the need to help others, I am also very respectful, culturally competent and devoted. I believe that I would be an asset to your program. This internship would provide me with the ideal opportunity to assist at your organization and to expand my professional skills and knowledge.

I appreciate reviewing my credentials and thank you for your consideration. I look forward to hearing from you.

Sincerely,

Natalia Denert