**Tinahyah Mualliums**

**315 Dewitt Avenue Brooklyn New York 11207**

**646.491.2417**

[**TinahyahM@yahoo.com**](mailto:TinahyahM@yahoo.com)

**EDUCATION**

**New York City College of Technology-City University of New York, Brooklyn N.Y**

* Bachelors of Arts in Human Services; Anticipated Graduation date *June 2014*

**School Of Cooperative Technology of New York** , **New York , NY**

* Child Development Associates; obtained *January 2012*
* **Current GPA**:2.7

**Abraham Lincoln High School Brooklyn , NY**

* High School Regents Diploma : Obtained June 2010

**AWARDS**

**Academic Achievement** *Fall 2008 – Spring 2009*

* Certificate for Outstanding Academic Achievement

**MEMBERSHIPS:** Police Athletic League

**Ikea Inc Brooklyn , NY** *March 2012- Present*

* Receptionist for Loss and Prevention
* Assist customer to the most optimal level.
* Use a Basic Product Stock Filing System.
* Market store products to Customers
* Practice safe and reliable work ethic.

***Smiling Faces Christian Day Care*** Brooklyn, N.Y *June 2012-September 2012*

* Provided professional care of children ages 3-12.
* Organized educational activities.
* Provided nutritional and balanced meals.
* Applied child behavioral and cognitive development theories to improve place of employment.
* Made Suggestions that improved development of children

***Rags Rubbish Removal*** Brooklyn, NY June 2007- Sep.2009

* Administered the office of Customer Care.
* Helped with Payroll and Bookkeeping
* Demonstrated ethical behavior and leadership.
* Client support with appointments, description, and prices.

***Community service and Skills*** Ms word (15wpm), MS access, Excel, Power Point, CPR and First Aid certified, Adaptive, Leader, Creative, Hardworking, Listener, Demonstrated ethical behavior and leadership.

*References Furnished Upon Request*