

Brittany Frantz

3690 East Avenue • Rochester, 14618
(585) 746-5187 • Bef03424@sjfc.edu

OBJECTIVE A teaching position in an Elementary and/or Special Education classroom, grades 1-6.

EDUCATION ST. JOHN FISHER COLLEGE, Rochester, NY
RALPH C. WILSON JR. SCHOOL OF EDUCATION

CERTIFICATION

RELATED EXPERIENCE YORK CENTRAL SCHOOL, Retsof, NY Fall/Spring 2008
Fieldwork: 3rd Grade

- Supported the classroom teacher by assisting students with in classroom activities.
- Assessed student skills through grading papers.
- Oversaw group activities and reading groups.

EMPLOYMENT ST. JOHN FISHER COLLEGE, Rochester, NY 2008-Present
Assistant Secretary

- Manage alumni information on Banner.
- Organize alumni information on spread sheets such as Excel.
- Complete large mailing orders, by labeling and stuffing.
- Oversee the companies Facebook page.

YORK HARDWARE, York, NY June 2006- July 2008

- Performed basic cashier tasks.
- Maintained overall maintenance of the store by dusting, organizing, and vacuuming.
- Managed customer billing with the assistance of Quickbooks and Excel.

G.V. PENNY SAVER, Avon, NY May 2006- Present
Piece Worker

- Stuffed envelopes with various pamphlets for large businesses such as SUNY Geneseo.

ALWAYS CLEANING SERVICE, Leicester, NY 2005–Present
Assistant Cleaner

- Maintaining the overall appearances of doctor's offices, and churches by vacuuming, dusting, and organizing.

COMPUTER

Word, Internet Explorer, Safari, Excel, PowerPoint, iMovie, iDVD, iWeb

ACTIVITIES

- St. John Fisher College, Colleges Against Cancer, 1 year.
- St. John Fisher College, Students With a Vision, 1 year.
- York Central School, Odyssey Of The Mind, 1 time world competitor, 5 time state qualifiers, 3 regional participants, 9 years.
- York Central School, Women's Soccer, Junior Varsity captain, Varsity state qualifier and champion, 5 years.
- York Central School, Women's Basketball, Junior Varsity captain, 4 years.