
ACTIVITY ASSISTANT RESUME

Objective:

To obtain the Activity Assistant position and utilize my experience and skills for the successful completion of each job task.

Summary of Skills:

- Huge experience in planning the daily and social needs of the elderly
- Thorough knowledge of the practical application of recreation service programs
- Ability to relate to one's peer group
- Ability to accept guidance and supervision
- Ability to teach skills to other staff members and campers of all ages
- Ability to easily learn new software
- Familiarity with Microsoft Word and Excel

Work Experience:

Activity Assistant
Eskaton, San Francisco, CA
August 2005 to till date

- Assisted in planning, organizing and implementing various activity programs.
- Participated in the residents' care plan.
- Provided preventative maintenance as was appropriate.

Activity Assistant
Brookdale Senior Living, San Francisco, CA
May 2000 to July 2005

- Assisted in the planning, coordination and evaluation of resident activities.
- Assisted with the registration of residents for trips and programs.
- Determined their interests, talents, and satisfaction by surveying and interviewing residents that
- Assisted in escorting residents on activities away from the facility.

Education:

Bachelor's Degree in Human Service
Duke University, Durham, NC

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