
PERSONALITY DEVELOPMENT TRAINER RESUME

Summary:

An individual whose main concern is to increase the performance level of an employee, improve their character and mold trainees to become successful achievers; hones people's skills and motivates them to rise to a position of higher responsibility; constantly looks for talents and develops them to be functional assets to meet the current as well as future needs of the organization; ensures effective utilization of human resources; integrates individual goals with organizational goals.

Professional Experience:

Personality Development Trainer January 2007 – Present
The StreetHub, Chicago, IL

Responsibilities:

- Conducted group company seminars regarding focusing on personality development and camaraderie among peers.
- Facilitated trainings on grammar, presentation skills improvement, product knowledge, proper behavior and business etiquette.
- Catered lessons on communication and public speaking skills improvements.
- Gave seminars situated in establishing good team rapport.
- Facilitated lectures on time management.
- Conducted seminars, trainings and lectures on stress and anger management.

Faculty Personality Development Trainer May 2004 – December 2006
Kaplan Test Prep and Admissions, Chicago, IL

Responsibilities:

- Facilitated training sessions and classes at training centers belonging to different genre and age group.
- Trained students in various aspects of personality development.
- Gave lectures and exercises on conversational and written English, some jargons and slang depending on states and other locations.
- Groomed the students and enhanced their physical appearances to emanate confidence and business professionalism; prepared them for professional interviews and other meetings.
- Conducted examinations and took voice interviews.

Personal Trainer February 1999 – May 2004
Fitness First, Melrose Park, IL

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Education:

Masters in Psychology
Rice University, TX, 2001

Associate of Arts Degree
Rice University, TX, 1999

Short Courses on Exercise Science, Anatomy of Fitness and Communications, 1998

Skills:

- Motivational, public speaking and training skills

- Personnel personality development and progress monitoring
- Fitness buff and resource person geared to improving people's lives and experience
- Excellent written English, with intermediate experience in copywriting and writing handbooks and manuals on personality development
- Computer literate, keen to embrace new technology and changes

Awards and Affiliations:

Member, Institute for Personality Development Group
Dean's Lister, Rice University, TX, 1999

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