

# Lenny Paulinsky

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**OBJECTIVE:** Interested in the position of a Vocational Training Instructor

- HIGHLIGHTS:**
- Expanded number of trainee positions available in local businesses by 50%.
  - Developed and implemented a fund-raising program among local businesses and individual donors for purchasing new classroom equipment and technology.
  - Successfully teamed unimpaired students with disabled students to enhance the learning experience for both student groups.

## EMPLOYMENT:

### Blue Bird High School

**New York**

*Vocational Training Instructor*

3/3/2007 to Present

- Taught general vocational classes that included professional behavior and appearance, communication skills and basic mathematics, as well as specialized vocational classes in repair of home appliances and basic automotive repair.
- Developed classes that included mini-lectures, discussion of cases, hands-on practice and field trips to local businesses.
- Tested and evaluated achievement of student in technical knowledge and trade skills.
- Placed students in trainee and apprenticeship positions.
- Taught students with disabilities.

### Richmont High School

**New York**

*Admissions Clerk*

3/3/2005 to 3/3/2007

- Promoted from Clerk I to Clerk II.
- Reviewed incoming applications to check for completeness.
- After Admissions Committee made their selections, initiated computer-generated acceptance and rejection letters.
- Answered applicant inquiries in person and by telephone.

## EXPERIENCE:

### Lakeshore High School

**New York**

*Shop Volunteer*

3/3/2004 to 3/3/2005

- In senior year, provided voluntary assistance to shop teacher during free period and after school.

**EDUCATION:** New York State University

**New York**

*Bachelor of Arts in Vocational Training*

2005

- Graduated with a 3.4 grade point average.

**REFERENCES:** Available upon request