

Andrzej Walz-Chojnacki

Milwaukee, WI 53207

Experience

2007-present

Creative Employment Opportunities, Inc.

Employment Consultant

- Prepared RFP for and maintained compliance with federal employment initiative
- Built and maintained partnerships, identifying and satisfying unmet needs
- Counseled clients on effects of work on benefits and entitlements
- Prepared assessments of clients' employment-related skills and ongoing performance reviews
- Provided on- and off-site job support, implementing person-centered solutions
- Conducted curriculum in preparation for community employment
- Assured communication and client understanding of requisites for success

2005-2007

Longfellow Middle School -Wauwatosa Public Schools

Special Ed. Aide

- Worked in concert with teachers to implement curriculum
- Served as liaison between special ed. teacher and general ed. staff
- Learned to create challenges suited to the goals of individual students

2004-2005

Myco USA

Recruiter

- Honed skill as communicator with potential candidates and clients
- Operated data-mining software, organizing information for superiors
- Vetted candidates by verifying references and interview

Summer 2003

Milwaukee Public Schools Club Rec.

Group Leader

- Responsible for welfare and enrichment of 10-12 children with special needs
- Earned respect and trust of children with varying behavioral, emotional and physical needs.
- Learned to be firm and flexible in order to maintain healthy learning environment.

Education

2000-2005

University Wisconsin-Milwaukee

- B.A. Comparative Literature
- Maintained 3.47 GPA and achieved Dean's List Honors in Four Semesters