

## **Andrzej Walz-Chojnacki**

S. Pine Ave. 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