

Daisy Cortes

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Objective

To obtain a position that will enable me to use my strong organizational skills and customer service background. I'm an effective problem solver who readily adapts to change, works independently and exceeds expectations. I am detail oriented, quality focused and successful in handling complicated daily tasks in a professional manner.

Skills

- Ability to collaborate with other multi-disciplinary team members.
- Quick Books, Microsoft Word, Excel, PowerPoint, Outlook, and Kronos.
- Excellent phone and interpersonal skills.
- Highly motivated self-starter who takes initiative with minimal supervision.

Experience

August 2016- Current

Freelance/ Independent artist

Illustrator: Daughter of the sun

- Experienced with different mediums.
- Created original designs, concepts, and sample layouts.
- Determined size and arrangement of illustrative material and copy.
- Developed graphics and layouts for commission illustrations.
- Prepared illustrations or rough sketches of material discussing them with clients.
- Reviewed final layouts and suggested improvements as needed.
- Used computer software to generate new images.

July 2021- 01/05/2023

TLC kids therapy/ ABA- RBT level III, ABA therapist.

- Work with children with Autism on all levels of the spectrum (1, 2, 3) on daily life skills.
- Engaging in imaginative, social, and cooperative play/activities.
- Decrease maladaptive behaviors by using a functional learning tactic catered to the clients specific needs.
- Engage with clients in a play based environment where naturalistic teaching is used and highly preferred.

- Work with team members in a team building environment on behavior plans and strategies per clients needs.
- Assist team members with clients who engage in aggressive maladaptive behaviors.

May 5th, 2020- July 2021

Behavioral Innovations- *RBT level II, ABA therapist.*

- Work alongside coworkers in a team building environment in order to better assist one another with client behaviors.
- Created a tracking scale based on a research-backed, parent-suggested suite of outcomes, including communication, pain, mobility, sleep, independence, and behavior.
- Tracked and improved communication outcomes by 40% through use of Picture Exchange Communication System (PECS) and voice output devices.
- Reduced problem behavior events by 20% per day through applied behavior analysis (ABA) interventions.
- Used positive reinforcement techniques to increase measures of independence and social interaction by 25% in 5 child ASD clients.
- Worked with prompting and fading to encourage positive behaviors and integrate them into everyday life.

September 3rd, 2019- August 4th 2020

Neisd Jackson Keller Elementary- *Computer lab instructor.*

- Assess student academic performance regularly and provide them guidance and feedback for academic success.
- Work with the school staff and external professionals to develop creative and innovative instructional activities.
- Attend educational workshops, professional development trainings and other professional growth activities.

May 2019- September 2019

Great Hearts Academy Western Hills- *Athenaeum lead kindergarten teacher.*

- Engaged one-on-one with students with behavioral problems in both classroom and extracurricular settings.
- Independently supervised classes of 30-40 students during arrival and dismissal, mealtimes, on the playground.
- Assisted and mentored students in groups and on an individual basis.
- Worked under the teacher's direction to maintain a clean, safe, and comfortable classroom.
- Proctored biweekly quizzes and weekly tests, ensuring academic integrity and an appropriate testing environment.

December 2016 - August 8, 2019

Ulta Beauty & Salon - *Beauty Advisor/ administrative/customer service.*

- Welcome each guest while offering a superior customer experience.
- Exceeded all sales goals and achieved top tier level sales.

- Quickly established rapport with customers and created an extensive personal clientele.
- Successfully performed opening and closing duties including but not limited to, administrative POS closing, cash balancing and counting, and organizing counter.
- Responsible for proper promotion of products to all clients through professional tutorials, events, and the introduction of new techniques to fully maximize use of products.

May 2016 - May 2019

Kidspace Drop-In Childcare - *Supervisor/ Trainer*

- Responsible for the care of children 12 months- 12 years old.
- Carefully monitor children's play activities.
- Offer detailed daily reports that outline each child's activities.
- Incorporate music and art activities to encourage creativity and expression.
- Lead reading classes for preschool-aged children.
- Spark creativity and imagination by helping children discover new things each day.

Education

January 2016- 2021

Northeast Lakeview College- Associates of Arts in Psychology.

- 3.75 GPA

January 2022-2024

UTSA - Continuation of bachelors degree in psychology.

- 3.5 GPA
 - Graduation date: undetermined/still in progress.

Certificates

- FIRST AID and CPR / January 2020-January 2022
American Red Cross
- CCA (Childcare assistant)
- RBT Certification
- SAMA Certification

References Available Upon Request.