

Vincent Federico

ABA Therapist

La Verne, CA 91750

vincent92federico@gmail.com

(626) 634-0123

To find a developing corporation with a business plan to become a major corporation. I want to be around growth and development, in order to gain knowledge of this business world. I know I can be an asset to your company as a Manager, it takes a team to run a business and I understand teamwork. It takes great communication skills, a positive attitude, organization, decision making and problem solving. I meet all deadlines, the ability to work on multiple projects and coordinate the work of others.

Work Experience

ABA Therapist

AUTISM LEARNING PARTNERS - Albuquerque, NM

May 2016 to December 2017

Job Description: Incorporated the structure teaching of appropriate and functional replacement behaviors, and used ABA therapy to change behaviors by evaluating the functional relationship between a behavior and the environment. Taught communication skills, social skills, self-help skills, and play skills to toddlers, children and teens diagnosed with Autism Spectrum Disorder.

Assistant Office Manager

QUALITY TECH MFG - Ontario, CA

August 2014 to May 2016

Job Description: Carried out with assisting supervisory responsibilities in accordance with the organization's policies and applicable laws in lower classification, when in charge of projects or in the absence of supervisor. Responsibilities included interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Office Manager

SKIN CARE BY MARLENE - Glendora, CA

August 2011 to August 2014

Job Description: Responsible for creating and maintaining a superior customer experience, scheduling and booking, selling product and monitor inventory. I Assisted with revenue increase and development of the business plan to ensure overall operation growth.

1496 Third St. Unit B

La Verne Ca, 91750

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Education

Bachelor's in Business Management

New Mexico State University

December 2011

Associates in Behavioral and Social Sciences

Mount San Antonio College

University of New Mexico

Skills

ABA, Autism