

Cynthia Brooks-Barnes

Cedar Valley College
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Education

Dallas Baptist University, Dallas, TX

Master of Business Administration (MBA) Management Concentration

Dallas Baptist University, Dallas, TX

Bachelor of Business Administration (BBA) Management Concentration

Teaching Experience

Dallas County Community College District, Dallas, TX – June 1998 – to present

Adjunct Instructor:

Cedar Valley College – Human Resources Management 2301, Supervision 1301 and
Organizational Behavior 2307

El Centro College, Bill J. Priest Campus – Customer Service and Job Readiness

North Lake College – Customer Service and Job Readiness

Eastfield College – Customer Service and Job Readiness (Data Entry)

Dallas Public Schools, Dallas, TX - October 1997 – May 1998

Teacher – 6th Grade Core Curriculum

Publications and Papers

Hiring Official Requisite Training, 2010

Teamed with Human Resources and Legal professionals to write curriculum for Dallas Area Rapid Transit

Basic Supervisor Training, 2009

Customized curriculum for Dallas Area Rapid Transit

Facilitated training sessions and train-the-trainer workshops

Customer Service Training, 1999

Customized curriculum for Dallas Area Rapid Transit (incorporating software application)

Facilitated training sessions and train-the-trainer workshops

Texas Workers' Compensation Supervisor Manual, 1990

Developed supervisor guide for Southwestern Bell Telephone Company (AT&T)

Facilitated training sessions