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Childcare Worker

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01 PROFILE

Enduring and reliable childcare specialist with 4+ years experience in creating quality care plans and organizing childcare programs. Achieved monthly increases in program assessments of 17% and decreased childcare service complaint investigation time by 23%.

02 EMPLOYMENT HISTORY

Jan 2021 — May 2021

New York

Childcare Worker at Livelihood Planning Commission

Guaranteed a professional standard of care while monitoring the quality of services delivered through methodical formal supervision, consultation of the case, and staff meetings monthly.

- Supervised collecting and analyzing program data timeously to produce reports, evaluate program performance, and determine needs.
- Founded training programs and staff development to guarantee professional, informed service by upgrading staff skills.
- Supervising and guiding volunteers/ student workers, guaranteeing daily schedules and procedures are followed.
- Establishing and maintaining high-quality relationships with learners and their families.
- Participating in assorted admin tasks of the developmental play program.

Jan 2018 — Dec 2020

Orlando

Childcare Worker at New Minds Development Facility

Planning, organizing, and implementing developmentally suitable tasks for children aged 12 to 30 months.

- Gave support and assistance to teachers in the academic areas.
- Created activities that allowed children to initiate activities, solve problems, experiment, explore, question, and master notions through active learning.
- · Prepared and managed children on adventures and outings.
- Maintaining professional conduct and licensing standards.
- Understanding of fundamental operations and personal computer terminology, knowing how to use e-mail and the Internet.
- Providing for the individual care and needs of every child registered in the classroom.

