

# NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

## Profile

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## Experience

**Assistant Preschool Teacher** - Sunnyside Private Preschool / Bethesda, MD

*MONTH YEAR - Present*

- Participated in quarterly meetings with parents
- Kept subjective records on the educational development and behavior of each child
- Developed weekly lesson plans with the lead teacher
- Kept classroom areas clean and free from tripping or bumping hazards
- Created appropriate games and stories for the children's education

**Assistant Preschool Teacher** - Meadow Preschool / Greenwich, CT

*MONTH YEAR – MONTH YEAR*

- Participated in daily meetings with the lead teacher to discuss child assessments, classroom organization, and lesson plans
- Maintained a detailed inventory of classroom supplies and materials
- Recorded written observations on classroom activities and child behaviors
- Supervised students and reported any concerns or problems to the lead teacher
- Ensured that all required certifications were kept current and displayed properly in the classroom or office

### Project Experience

- Boys and Girls Club Volunteering: Spends five afternoons a week helping young kids with their homework and playing with them until their parents can pick them up.

## Education

**Bachelor's Degree in Early Childhood Education** - Ohio University, OH

*MONTH YEAR*

- GPA: LIST
- AWARD
- AWARD

**DEPARTMENT** - SCHOOL

*MONTH YEAR*

- GPA: LIST
- AWARD
- AWARD

## Skills

### Expertise

- Organization
- Adaptability
- Child assessment
- Lesson planning
- Parent communication

## Licenses & Accreditations

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- Early Childhood Teacher Certification
- CPR Certified