

NAME

TITLE

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

Profile

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Experience

Summertime Nanny- Company / Location

MONTH YEAR - Present

- Prepared healthy and filling meals for breakfast and lunch Mondays through Thursdays.
- Escorted 3 children safely by car for sports, choir practices, and other extracurriculars twice a week.
- Cleaned up messes and helped encourage children to put away their toys.
- Scheduled fun crafts and games for after school, so children were restricted to just 1 hour of screen time every day.
- Assisted in homework best to personal ability and left a note for parents when the child and I struggled with certain subjects.

Dog sitting - Company / Location

MONTH YEAR – MONTH YEAR

- Watched 2 dogs on Tuesday, Wednesday, and Thursday evenings weekly while the owner was away for 6 months.
- Fed dogs appropriate meals according to dietary restrictions, so they were kept healthy in my care.
- Took dogs on 1-mile walks to encourage adequate exercise, making sure to watch weather conditions.
- Tidied up home before a stay was over and reset dog bowls and dog beds to ensure plenty of water and a clean place to rest.
- Filled dog toys before leaving, so the dogs were entertained before I left the house.

Project Experience

- National Honor Society Volunteer during Spring Fling Fair. Helped administer prizes to elementary students by counting out tickets and restocking the awards.
- K-9 Rescue Volunteer who helped clean out crates and walk dogs two Saturdays a month.
- Attended a babysitting course and helped plan a meet-and-greet for parents looking to hire a babysitter and babysitter looking for a new job opportunity.

Education

Elementary, Middle and High school- Lake Orion School

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

DEPARTMENT - SCHOOL

May 2009

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- Dependable
- Attention to Detail
- Comfortable around dogs and cats, all breeds
- Self-Motivated
- CPR-certified

Licenses & Accreditations

Licenses Licenses & Accreditations

- Driver's License*
- CPR
- First Aid Certification