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# CHILD CARE TEACHER ASSISTANT RESUME

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## Objective:

To obtain the Child Care Teacher Assistant position that will expand and develop my skills

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## Summary of Skills:

- Certified Child Care Teacher Assistant with experience in proper diapering, toileting skills and dressing habits
  - Deep knowledge to perform non-instructional and check non-academic settings
  - Ability for individual planning, organizing, decision making, critical thinking, and problem solving skills
  - Flexibility in working overtime and additional hours
  - Uncommon ability to work under pressure and meet deadlines
  - Excellent Verbal and Written Communication Skills
  - Strong Computer skills – MS Office, Data entry, Internet Searching
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## Work Experience:

Child Care Teacher Assistant, August 2005 to till date  
La Petite Academy, Tallahassee, FL

- Provided instructional and clerical support for classroom teachers that allowed teachers more time for lesson planning and teaching.
- Assisted the Teacher in planning and implementing the daily program.
- Assisted with meal and snack preparation, fed children and modeled table manners.
- Assisted children in learning new things daily.
- Maintained a clean, orderly classroom and school.

Child Care Teacher Assistant, May 2000 to July 2005  
Children's Courtyard, Tallahassee, FL

- Conducted classroom activities that promoted the social, developmental and educational growth of children.
  - Participated in planning and supervising daily and long-range activities.
  - Performed activities for children's health, safety and physical needs.
  - Recommend supplies and equipments needed for the educational program.
  - Communicated with parents about children's progress and problems.
  - Maintained medical and attendance records.
  - Supervised students and staff activities during work time.
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## Education:

Associate Degree in Early Childhood Education, Gogebic Community College, Ironwood, MI

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