
SPECIAL NEEDS ASSISTANT RESUME

Objective:

Seeking a position as Special Needs Assistant where extensive experience and superior organization skills will be fully utilized.

Summary of Skills:

- Energetic, enthusiastic and self-motivated to learn.
- Profound ability to multitask, and committed to quality care.
- Excellent written and spoken language skills
- Ability to assist with out-of-school visits, walks and similar activities
- Responsible, fast, and energetic.
- Proven ability to multi task.
- Possess a compassionate and caring attitude.

Work Experience:

Special Needs Assistant
School of Practical Childcare, San Francisco, CA
August 2005 to till date

- Assisted children to board and alight from school buses.
- Managed to assist the students with clothing, feeding, toileting and general hygiene.
- Coordinated with the teachers in the supervision of pupils with special needs during assembly, recreational and dispersal periods.
- Worked as part of the school team in supporting the child with special needs.

Special Needs Assistant
Helping Hands For Better Living Adhc, San Francisco, CA
May 2000 to July 2005

- Participated in school development planning
- Administered to ensure that all the policies of school development program are implemented
- Arranged meeting with parents of special needs pupils in both formal and informal structures

Education:

Associate Degree in Education
St. Louis University, St. Louis, MO

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