

Childcare Teacher Resume Template

A resume outlines your education, qualifications, and experiences, which relates to the position you are seeking.

Wilma Scott

212 Andrews Drive
Baltimore, Maryland 21201
Wilmaexample@gmail.com
443 – 236 – 07##

EDUCATION

- 20## Graduate of Carter High School, Sioux City, Iowa
- 20## Childcare Teacher Knowledge Certificate, Myannualpay.com
- 20## Completed 16 credits (4 classes), Texas Community College, Dallas, TX

HIGHLIGHTS

- I know how to document cognitive, language, and physical development activities. I can identify items for field trip safety packets.

EXPERIENCE

2018 – Present Large Box Retailer Sioux City, IA

Cashier

- Complete account receivables processes
- In charge of keeping communal areas neat and clean

2017- 2018 Home Childcare Sioux City, IA

Childcare Provider

- Developed and implemented toddler curriculum
- Taught five students per day (8 hours)

2016- 2017 Southside Offices Sioux City, IA

Office Assistant

- Answered phones
- Reconciled payments to invoices

SKILLS

- Proficient in Microsoft Windows and Office Suite
- Experience with Teams and Salesforce
- Ability to remain calm under pressure

REFERENCES

- Available upon request