

Professional Nanny Name

12345 Helping Lane

Cell: 323-123-4567

nanny@gmail.com



QUALIFICATIONS/CERTIFICATIONS:

- Multiple Subject Teaching Credential
- Over 6 years of Nanny Experience/ 10 years of babysitting
- 5 Years Teaching & Tutoring Experience
- CPR & First Aid Certified
- Multiples Experience
- Valid Passport
- Reliable vehicle and clean driving record
- TrustLine Certified

PROFESSIONAL CHILDCARE EXPERIENCE:

Family Name

Sept. 2012 – Present: Live-out Nanny/Tutor

Beverly Hills, CA

Ages of Children Upon Hire: 2, 5, and 7 years old

Responsibilities:

- Provided full time childcare five days a week for two girls and one boy
- Taught California state standards, math and reading
- Implemented rewards/discipline programs
- Assisted with clothing and grocery shopping, homework and school projects
- Planned birthday parties
- Taught swimming lessons
- Planned and prepared healthy meals
- Assisted with bedtime routine (bath, books, brushing teeth)
- Transported children to and from school, and to after school activities
- Traveled with family on vacations and to special events

Reason for leaving: Still employed

Family Name**Mar 2012-Sept. 2012: Live-out Temp Nanny****Brentwood, CA***Ages of Children Upon Hire: 5 and 7 years old***Responsibilities:**

- Provided full time childcare five days a week for one boy and one girl
- Transported children from school to home, to piano lessons, to tennis, to art, to dance, to doctor appointments
- Helped with clothing and grocery shopping, homework and school projects,
- Taught swimming lessons
- Prepared healthy meals
- Assisted with bedtime routine including bath, and reading stories
- Organized creative projects and planned art and science activities
- Traveled with family on vacations and assisted with outdoor activities, meal preparation and bath and bedtime.

Reason for leaving: Family moved to New York

Family Name**Mar 2010-Feb. 2012: Live-out Nanny****Pacific Palisades, CA***Ages of Children Upon Hire: 4 and 6 years old***Responsibilities:**

- Provided part-time childcare five days a week for one boy and one girl.
- Assisted parents with after-school care.
- Transported children to and from school to home, to piano lessons, to camp.
- Helped with clothing and grocery shopping, homework and school projects,
- Taught swimming lessons
- Prepared healthy meals
- Assisted with bedtime routine including changing into pajamas, bathroom/bedtime routine, and reading stories
- Organized and planned creative projects
- Traveled with family on vacations and assisted with outdoor activities, sports, snorkeling, boating, meal preparation and bedtime.

Reason for leaving: Family no longer needed a nanny.

Family Name**April 2007- March 2010: Live-out Nanny****Studio City, CA***Ages of Children Upon Hire: 6 months***Responsibilities:**

- Provided part-time childcare for one boy
- Assisted in feeding, bathing, and dressing
- Laundry and light cleaning

- Read stories, played games, taught skills
- Designed and organized bedroom and closets
- Helped pick out clothing, and drove child to auditions
- Taught counting and the alphabet
- Planned birthday parties
- Potty Trained

Reason for leaving: Mom resigned from job and no longer needed a nanny

EDUCATIONAL EXPERIENCE:

Private Tutor **2007-Present** **Los Angeles, CA**
 Teach CA State Standards to students ranging in ages 5 to 12. Design lesson plans, implement games, assessments, and creative instruction. Communicate with parents, entertain, and inspire children.

Name of School **2008- 2011** **Los Angeles, CA**
Lead Teacher/Co-Teacher
 Taught 4th grade English, Math and Science. Provided daily full-time instruction for 48 students; planned and implemented differentiated instruction, created and administered assessments, assisted with drama program and communicated with parents. Lead teacher in 2nd grade for 42 students. Lesson plan for Math and Science. Provide full-time instruction for Gifted Students and accelerated learning programs. Create newsletters, update website, plan curriculum with colleagues, designed and implemented a children’s acting class, complete progress reports, parent-teacher conferences, participated in school-wide events committee and organized a fundraiser for Japan. Taught 2nd/3rd grade summer school. Provide daily instruction for 24 students. Create lesson plans, assessments and differentiated learning for Special Education students; communicate with parents, design cross-curricular activities, cooperative learning centers, monitor LEXIA groups, and literature circles.

Name of School **2007-2008** **Beverly Hills, CA**
Teacher’s Aid/Substitute Teacher
 Assisted in teaching first grade to ELL students. Provided Language Arts and English instruction for 24 students; planned and implemented lessons, taught students in both small and large groups; administered assessments, assisted with field trips, communicated with parents.

EDUCATION

Pepperdine **2008** **Malibu, CA**
 Master of Arts in Education
 Multiple Subject Teacher Credential/CLAD Certification
GPA: 4.0

UCLA **2006** **Los Angeles, CA**

B.A. in Liberal Studies, Concentration in Comparative Literature
Honors: Dean's List 2004, 2005, 2006

GPA: 3.8

INTERESTS:

Writing, swimming, photography, traveling, horseback riding, and volunteering

