

Maya Rodriguez

Child Care Professional

Phone: (555) 234-5678
Address: 1247 Maple Street, Austin, TX 78704
Website: <https://maya-rodriguez-childcare.com>
Email: maya.rodriguez@email.com

- *Certified Child Development Associate (CDA) with 4 years of hands-on experience caring for children ages 6 months to 5 years*
- *Current Pediatric CPR and First Aid certified professional specializing in toddler behavioral guidance and early literacy development*
- *Bilingual English-Spanish speaker with proven ability to communicate effectively with diverse families and support inclusive classroom environments*
- *Experienced in implementing developmentally appropriate activities while maintaining strict safety protocols and detailed parent communication*

WORK EXPERIENCE

Little Stars Learning Center, Austin, TX

March 2022 - Present

Lead Toddler Teacher

- Supervise and engage 14 toddlers (ages 18-36 months) in developmental activities including sensory play, early literacy exercises, and gross motor skill development
- Implemented positive behavior management strategies that reduced classroom disruptions by 35% while maintaining a nurturing environment
- Maintain detailed daily reports for parents on feeding schedules, napping patterns, and developmental milestones for assigned children
- Collaborate with center director to design weekly themed activities aligned with Texas Early Learning Guidelines
- Mentor 2 assistant teachers in age-appropriate curriculum planning and classroom management techniques

Sunshine Daycare, Austin, TX

June 2021 - February 2022

Child Care Assistant

- Provided comprehensive care for 10 preschoolers (ages 3-5 years) including meal preparation, educational activity facilitation, and outdoor supervision
- Assisted lead teacher in implementing kindergarten readiness activities resulting in 90% of children meeting pre-academic benchmarks
- Maintained strict sanitization protocols including toy disinfection and bathroom accident cleanup while ensuring continuous child supervision
- Communicated daily with parents using basic Spanish and translation apps to support non-English speaking families

Private Family, Austin, TX

September 2020 - May 2021

Nanny

- Provided full-time care for twin infants (6-18 months) including bottle feeding, safe sleep practices, and developmental milestone tracking
- Planned and executed age-appropriate sensory activities that supported fine motor development and cognitive growth
- Maintained detailed feeding and sleep logs while coordinating with pediatrician visits and vaccination schedules
- Demonstrated reliability through perfect attendance and flexibility during parents' demanding work schedules

EDUCATION

Austin Community College, Austin, TX

Graduated: May 2020

Associate Degree in Early Childhood Education

Relevant Coursework: Child Psychology, Curriculum Development for Early Years, Health and Safety in Child Care Settings, Family and Community Engagement

Council for Professional Recognition

Completed: August 2021

Child Development Associate (CDA) Credential

SKILLS

Age-Specific Expertise

- **Infant Care:** Safe sleep practices, bottle preparation and feeding, diaper changing efficiency, developmental milestone recognition
- **Toddler Development:** Potty training support, language development activities, parallel play facilitation, tantrum de-escalation techniques
- **Preschool Readiness:** Early literacy support, fine motor skill development, group circle time management, social skill building

Professional Competencies

- **Behavior Guidance:** Positive reinforcement strategies, redirection techniques, conflict resolution for young children
- **Health & Safety:** Allergy management protocols, emergency response procedures, injury prevention and documentation
- **Curriculum Support:** Activity planning for multiple learning styles, sensory play design, outdoor learning integration
- **Parent Partnership:** Daily communication logs, developmental concern discussions, family event coordination, bilingual communication

Specialized Skills

- Cultural sensitivity and inclusive classroom practices
- Basic sign language for early communication support
- Technology integration for learning documentation
- Physical stamina for active supervision throughout 8-hour shifts

CERTIFICATIONS

Pediatric CPR and First Aid Certification

Valid through September 2025

American Red Cross

Texas Child Care Professional Training - 40 Hours

Completed January 2024

Texas Department of Health and Human Services

Mandated Reporter Training

Completed March 2023

Texas Department of Family and Protective Services

Medication Administration Training

Valid through December 2024

Texas Health and Human Services

AWARDS AND RECOGNITION

Teacher of the Month

June 2023

Little Stars Learning Center

Recognized for implementing innovative outdoor learning activities that increased parent satisfaction scores by 28% and improved children's gross motor skill development

Perfect Attendance Award

2021

Sunshine Daycare

Acknowledged for 100% attendance record demonstrating reliability crucial for maintaining consistent care routines for enrolled children

REFERENCES

Jennifer Thompson

Center Director, Little Stars Learning Center

Contact: Phone: (555) 123-4567 | Email: j.thompson@littlestars.edu

Relationship: Direct Supervisor (2022-Present)

Can speak to: Classroom leadership, curriculum development, staff mentoring abilities

Carlos Martinez

Lead Teacher, Sunshine Daycare

Contact: Phone: (555) 987-6543 | Email: c.martinez@sunshinedaycare.com

Relationship: Former Colleague and Mentor (2021-2022)

Can speak to: Teamwork, behavior management skills, professional growth

Amanda Chen

Parent

Contact: Phone: (555) 456-7890 | Email: a.chen@email.com

Relationship: Parent of former nanny charges (2020-2021)

Can speak to: Reliability, infant care expertise, family communication, trustworthiness

CLEARANCES & COMPLIANCE

Current FBI Fingerprint Clearance2024

Texas Child Abuse History Clearance2024

Annual Health Assessment - Current2024

PROFESSIONAL DEVELOPMENT

Supporting Children with Special Needs in Mainstream Classrooms2023

Texas Association for the Education of Young Children

Workshop Attendee

Trauma-Informed Care for Early Childhood2022

Zero to Three Organization

Online Certificate Program

Austin Early Childhood Educators Network2021-Present

Monthly participation in meetings