John Doe

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# Professional Summary

Compassionate Early Childhood Educator with 3+ years of experience in UPK and daycare programs. Skilled at managing classrooms, supporting child development, and fostering family communication.

# Core Competencies

• Early Childhood Development  
• Classroom Management  
• Parent Communication  
• UPK & Daycare Experience  
• Safety & Child Welfare

# Professional Experience

**Assistant Teacher — Sunrise Early Learning Center, New York, NY**

Jan 2022 – Present  
- Supported lead teacher for children ages 3–5 in a UPK program.  
- Assisted in activity planning, classroom management, and daily routines.  
- Communicated progress with families and provided substitute coverage when needed.

**Daycare Provider — Little Sprouts Daycare, New York, NY**

Jun 2020 – Dec 2021  
- Supervised infants and toddlers in a daycare setting.  
- Designed age-appropriate play activities supporting developmental milestones.  
- Maintained safety, hygiene, and documentation for each child.

# Education

Associate’s Degree in Early Childhood Education — CUNY, New York, 2020

# Certifications

• CPR & First Aid Certified  
• Child Development Associate (CDA)