

Shazeena Blogs

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PERSONALITY PROFILE

A confident and hard working person committed to working with children. Has expertise knowledge and skills to deal with situations calmly and professionally. A good team player who contributes and shares ideas and work load with colleagues. Has positive outlook to life and a good sense of humour.

KEY SKILLS

Excellent interpersonal skills

Good problem solving skills

IT skills: MS Words, PowerPoint, Excel,

Sound knowledge of childcare legislations and policies

Languages: Urdu, Arabic and English

EDUCATION / TRAINING

2012 - 2014

Aylesbury College – Cache Level 3 Childcare Diploma
NVQ Level 3 Maths

2011 - 2012

Kings Castle College – Cache Level 2 Childcare Certificate
NVQ Level 2 Maths

2006 - 2011

Kings Castle School – 4 GCSEs: English, French, Psychology, IT

CAREER / WORK EXPERIENCE

Jul 2014 – present

123 Nursery – Early years assistant

Responsibilities

Creating and implementing childcare programme. Carrying out daily risk assessments of surroundings, equipment and toys. Carry out observation, writing an assessment and creating a learning journal for each child.

Jul 2011 – Jul 2014

ABC Nursery – Work placement

Responsibilities

Tidying up, cleaning and inspecting safety of toys. Assist in preparing food and serving meals. Read stories to children and sing nursery rhymes. Assist in general admin duties.

INTERESTS

Cooking, playing hockey and playing chess.

REFERENCES

Available on request