

## RESUME

Sarasija Kakkera  
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Marsden Park, NSW

Email:sarasijak06@gmail.com

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### **OBJECTIVE**

I am seeking a Full time or Part time work as a Qualified and dedicated early childhood educator with 6 years of work experience with passionate about contributing to the intellectual, social, emotional and physical development of young children. Enthusiastic, creative and caring, versed in learning theories and practice, and seeking to provide exceptional quality teaching and care in an energetic team environment.

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### **WORK HISTORY**

**Assistant Room Educator**  
**Kids Club Childcare**  
**Elizabeth St, Surry Hills, NSW**  
Feb 2018 – Feb2021, 3Yrs

- Work with staff members to ensure the smooth operation of the day to day running of the center in accordance to our center's policies and procedures.
- Contribute to and assist in the development and evaluation of the program.
- Assist staff in the daily routine of appropriate early childhood education and experiences.
- Supervise and engage in the activities of a group of children during the day that I am responsible for.
- Positively interact with all children, nurturing their confidence and self-esteem giving each child individual attention and comfort throughout the day.
- Assist in planning for the ongoing development of each individual child, maintaining up to date observations and portfolios for the child.
- Assist in the recording of children's development in accordance to our center's policies, with developmental checklists.
- Assist in implementing a consistent daily routine for the children.
- Always participate in supervising indoor/outdoor environments to provide safety for the children.
- Ensure a clean and healthy environment for all children.
- Communicate with parents as delegated by the room supervisor or Director to assist parents about what their child has done throughout the day.
- Perform incidental administrative duties filling out accident or incident reports when necessary.

As required carry out other duties that are within my knowledge, skills, and capabilities.

**Child Care Educator**  
**Kiddies Kapers, Croydon, NSW**  
Mar 2016 – Feb 2018, 2Yrs

**Child Care Trainee**  
**Lullaby Cottage, Bexley, NSW**  
Sep 2014 – Dec 2015, 1Yr

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**EDUCATION**

**TLC Training Solutions**  
**Diploma in Early Childhood Education and Care - (Aug 16 to Feb 18)**

**Wave Learning, Sydney, NSW**  
**Certificate III in Early Childhood Education and Care – (Sep 14 to Dec 15)**

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**OTHER SKILLS AND QUALIFICATIONS**

First Aid Certificate  
Asthma and Anaphylaxis Certificate  
Working with Children Check  
Computer skills

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**REFEREES**

**Sarah Kavanagh, Center Director**  
**Kids Club Childcare**  
0450765314

**Sara Ali, Supervisor**  
**Kiddies Kapers**  
0431782309

**Jackson Belvie, Lindt Store Manager**  
0423630145  
jscksonbelvie@icloud.com

**Zeinab, Center Supervisor**  
**Lullaby Cottage**  
0426816181

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**STATUS**

- Australian Permanent Residence