

# John Doe

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**CAREER/EDUCATION OBJECTIVE:** To obtain a childcare staff position at KIDS INC using my patience and active personality to create a safe and fun environment for children.

## KEY QUALIFICATIONS

- Graduated from high school.
- Fluency in spanish and english
- First aid certificate
- xxxx
- xxx

## EDUCATION

Bachelor of Social Services

May 2004-June 2010

Universidad Latinoamericana

- Program of Social services

## WORK EXPERIENCE

### Administration manager

Escuela infantil latinoamericana

Oct 2012-present

- Report to the management team on a weekly basis
- Maintain healthy communication with parents and families
- xxxxxxxx
- xxxxxxxx

### Volunteer experience

- Hospital volunteer. Led 5 volunteers in cleaning and resupplying rooms.
- xxxxxx