

# Bionca Perez

Philadelphia, PA

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Authorized to work in the US for any employer

## WORK EXPERIENCE

### **Teachers Assitant**

Salvation Army Kroc Center - Philadelphia, PA - March 2017 to Present

Assist the teacher with the children during activities, bathrooms and meal time.

### **Teachers Aid**

Little Learners - Philadelphia, PA - February 2014 to March 2017

Assist in feeding the children , changing the children , creating lesson plans , and monitoring the children during structured play, assist the lead teachers with children with special needs

### **Housekeeper**

Holiday Inn - Philadelphia, PA - March 2012 to January 2014

Clean the hotel rooms , fix the beds , disinfect the bathrooms and prepare rooms for next guest , customer service

### **Teachers Aid/ receptionist**

Tiny Stars Daycare - Philadelphia, PA - September 2009 to November 2011

Assisted in the classrooms with the children during meal times , bathroom and play , assisted the lead teachers with children with special needs

Assisted in the office answering phones , taking messages , filing paper work and doing inventory

## EDUCATION

### **Associate in Early Childhood Education**

Community College of Philadelphia - Philadelphia, PA

2015 to 2018

### **None in Early Childhood Education**

Harcum College - Philadelphia, PA

2012 to 2012

## SKILLS

Microsoft word , customer service , fax , email , phone , copier

## CERTIFICATIONS/LICENSES

### **Housekeeping**

March 2012 to Present

Certified in housekeeping/hospitality

**CDA**

December 2016 to Present

CDA certified