

MARIA CRISTINA VIVAN DOS REIS

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D.O.B. 07/10/1979 •• Nationality: Italian

Objective

I am a caring and down to earth individual with more than 11 years experience working with children 0 to 11 years of age in diverse home and educational settings in the UK and internationally. I have excellent English language skills and am experienced in supporting children to develop to the best of their ability through providing fun stimulating activities.

Education Background

- ♦ St John Ambulance – Early Years Pediatric First Aid (United Kingdom) January/2011
- ♦ CRB checked (United Kingdom) – February/2011
- ♦ Royal Brisbane International College (Australia): Certificate II in Business – August/2008 to February/2009
- ♦ GEOS – International College Oceania (Australia): Intensive English Language Course – March/2009 to June/2009
- ♦ Mackenzie University (Brazil) – Bachelor (BA) in Portuguese and English Language and Literature – February 2000 to December/2007

Work Experience

♦ Tankard Family (London/UK) – May 2011 to August 2013

I currently look after a boy of 4 years old. My duties are to provide education and emotional support, develop intellectual ability, stimulate creativity, ensure child's well-being and safety, perform nursery and extra activities runs, promote social interaction with the child's peers through social activities supervised outings (museums, parks, libraries, etc), provide healthy and well-balanced meals, be aware of routine as to sleep patterns, bedtime and bath time, tidy child's bedroom and playroom, tend to child's clothing, laundry, ironing, etc.

♦ Bowes Family (London/UK) – April 2010 to February 2011

I cared for two children aged 2 and 4 years of age. Duties included picking the children up from school and nursery respectively, arranging play dates for the youngest boy, teaching arts and crafts and organize

stimulating creative activities. I also took the children on trips to parks, museums, libraries and helped the oldest boy with any homework he had. I prepared meals and tended to the children's washing and ironing.

♦ **Skill Idiomias (Sao Paulo/Brazil) – March/2009 to December/2009**

Taught children and teenagers basic grammar in language school environment, led story time activities, created dynamic play groups, prepared evaluations tests and study material for new teachers.

♦ **EE Professor Flavio Jose Osorio Negrini (Sao Paulo/Brazil) – February/2004 – December/2007**

Nursery – Feb/04 to Dec/04 – Teaching children aged between 3 and 5 years of age. I was responsible for the care and supervision of children as they undertook a variety of activities. I cared for children to a high standard, creating a stimulating learning environment and provided appropriate levels of support and interaction.

Primary Teacher – Jan/05 to Dec/07 – I looked after children aged between 6 & 11 years of age. I taught basic skills such as shapes, colours plus number and letter recognition. Read books to the class, demonstrated activities to students and promoted 'positive' behavior management skills to staff and children. Prepared children for higher grades by encouraging them to explore learning opportunities and to stick with difficult tasks, whilst working in partnership with parents to ensure consistency. Established clear objectives for all units, lessons and projects. I was responsible for distributing, collecting and grading homework assignments.

Organizational Skills and Competencies

- Extensive experience working within the childcare sector.
- Able to implement routines with children and organize a number of fun and varied activities to develop learning.
- Able to work effectively with parents to ensure the needs of the family and the individual child are understood.
- Experienced in providing individual and group counseling with the primary focus on developing self-esteem and managing anger.
- Positive experience of living and studying abroad in multicultural environments.

Interests

I enjoy reading, traveling, watching films, playing games i.e. board games, cards etc, and swimming.