

Bianka De Las Nueces

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Objective: To obtain a position where I can expand my skillset and career with the opportunity for advancement

Education:

High School of Health Career and Sciences at G.W Campus I.E.P Diploma	September 2008- June 2012
Mandl School, the College of Allied Health, New York, NY <i>AOS Degree in Medical Assisting</i>	September 2012 –April 2014
Lehman College, New York, NY Child Development Associates, CDA	March 2016
Lehman College, New York, NY G.E.D	January 2019

Special Skills & Interests:

- Highly trustworthy, leadership skills, resourceful, in the completion of projects, responsible, punctual, detail-oriented
- Languages: Fluent in **Spanish**

Relevant Work Experience:

Bedrock Preschool <i>Teacher's Assistant/Floater</i>	Bronx, NY	September 2021- Present
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- Float in different classrooms for coverage
- Assist lead teacher on daily classroom routines
- Responsible for inserting children's daily reports
- Maintain a safe and clean environment for children
- Assist lead teachers on daily activities for children
- Follow curriculum and encourage children to learn

Farnam Neighborhood House <i>Teacher's Assistant</i>	New Haven, CT	September 2019- December
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- Responsible for creating lesson plans
- Maintain a supportive, safe, and clean classrooms daily
- Float around in every classroom for assistance
- Always supervise children
- Attend teacher training as well as meetings
- Assist lead teachers on daily activities for children
- Responsible for inserting the children daily reports

First Step Child Care	New Haven, CT	April 2019-September
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Teacher's Assistant

- Responsible for observing children at all times
- Maintain a safe and clean environment for children
- Assist other teachers with daily activities and lesson plans
- Accountable for inserting children daily reports
- Communicate with parents regarding their children's development
- Participate actively in regular meetings and professional development
- Maintain observations records and other required classroom logs correctly

The Goddard School

New York, NY

February 2019 – March

Teacher's Assistant

- Responsible on imputing the children's daily report
- Help children establish good habits of personal hygiene; change diapers, assist on washing their hands after every meal, assist on potty training
- Engage children in activities and play that stimulates their development
- Creating and maintaining an environment that is clean, organized, and safe for all children
- Approach parents daily and speak with them about their children development
- Assist the lead and Co-teacher in developing lessons plans based on the specific needs of the children
- Always Maintain supervision

Union Settlement

New York, NY

April 2018 – January 2019

Teacher's Assistant

- Assist the primary teacher on classroom preparation
- Responsible for preparing lesson plans on daily basis
- Always supervise children
- Track the children's observations
- Responsible for student's educational portfolios
- Access to teaching strategies and imputing their documentation
- Assure to have a good relationship and communication with parents to help their children progress
- Maintain cleanliness of classroom and work areas

Kingsbridge Heights Community Center

Bronx, NY

June 2014 – May 2018

Teacher's Aid

- Report on student progress, behavior, and social skills to parent
- Develop relationships with student's parents in order to help them advance in their development
- Manage and monitor student behavior on playground daily
- Float among classrooms and schools to assist teachers with various special activities projects lessons and field trips

- Work closely with teachers to provide reading and writing lessons that ensured 100 percent of classroom students were ready to advance to kindergarten
- Supervise classroom and playground activities

FW Comprehensive Medical Care

New York, NY

January 2014-April 2014

Medical Assistant Intern

- Answer office phones and schedule appointments
- Assist patients of all ages with any health concerns in order for doctor review
- Greet patients and prepare them for examinations
- Assist physician during patient examinations
- Perform routine laboratory tests and administer injections
- Explain treatment procedures, medications, special diets, or doctor's instructions

Isabella Nursing Home

New York, NY

January 2011-June 2012

Volunteer Nursing Assistant

- Acted as coordinator in home-care system
- Planned comprehensive services for elderly clients
- Took part in individual and family stress and crisis counseling
- Helped nurses organized archives paperwork for residents

References Furnish Upon Request