

# DEBORAH ALLEN

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## EARLY CHILDHOOD EDUCATOR

Over a decade of experience managing daycare centers and teaching in pre-school and pre-kindergarten environments



## SKILLS

- |                               |                                 |
|-------------------------------|---------------------------------|
| □ Lesson Planning             | □ Field Trip Planning           |
| □ Early Childhood Assessments | □ Attendance Records Management |
| □ Behavior Intervention       | □ Food Handling and Preparation |
| □ Multicultural Learning      | □ Health/Emergency Form Filing  |
| □ Staff Evaluations           | □ Health Regulations            |
| □ Parent-Teacher Conferences  | □ Safety Regulations            |
| □ Music and Art Education     | □ CPR for Infants and Adults    |

## EXPERIENCE

**Assistant Teacher, Oakland Community Center, Oakland, CA, 2007 to Present**  
Plan, supervise, and implement daily early childhood classroom activities.

**Owner, Deb's Little World Daycare, Oakland, CA, 1994 to 2007**  
Managed daily operations of childcare center and delivered pre-school and pre-kindergarten curriculum. Provided pick up and drop off services, created monthly food calendar, and prepared nutritional meals. Published daycare center newsletter to keep parents informed about daycare activities and their child's progress.

## EDUCATION AND PROFESSIONAL AFFILIATIONS

**Certificate of Associate Teaching (in progress)**  
have completed 15 ECE units at Merritt College, Laney College, and Chabot College

**Certificate of Assistant Teaching**

**Member, National Association for the Education of Young Children (NAEYC)**

**Member, California Association for the Education of Young Children (CAEYC)**

Resume Sample Provided by Career Solvers ([www.careersolvers.com](http://www.careersolvers.com)).