

20 W Ross Street
Wilkes Barre, P.A 18701
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Meleny Perez

SKILLS

Communication, computer skills, interpersonal skills, problem solving, time management, active listening, customer service, leadership, management skills, and bilingual in spanish and english.

EXPERIENCE

St. Benedict's Day Nursery, New York – *Teacher Assistant*

January 2017 – January 2019

- Provide a well- balanced, supportive, engaging, and emotionally safe learning environment where lessons and activities were designed to capture and enable development to student's interest.
- Managed to assume the duties of the absentee teacher.
- Adhered to specified policy in maintaining a pleasant and stimulating environment in the school.

Crib To Crayons Daycare, New York – *Teacher Assistant*

January 2019 – July 2020

- Organized and cleaned the rooms while kids were taking naps.
- Instructed kids English and Spanish.
- Assisted and supervised kids during meals, nap, and bedtime.
- Supervised children while playing.

King's College Early Learning Center, Wilkes Barre – *Associate Teacher*

October 2020 – Present

- Create and implement hands-on activities based on observations of infant's interests and skills.
- Document and share the special moments and milestones of the infants.
- Communicate with parents daily.

EDUCATION

Hostos Community College, New York– *Liberal Arts AA*

August 2017 – May 2020

Wilkes University, Wilkes Barre– *Elementary and Early Childhood Education BA*

August 2021– Present