

**KERRY MARKS**

59 Cataraqui Crescent • Toronto, Ontario • M1L 1N6  
Cell: (416) 806-9346 [kerrydmarks@gmail.com](mailto:kerrydmarks@gmail.com)

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My name is Kerry Marks. I would like to apply for the Registered Early Childhood Educator position. I saw the job posting indicating that you are currently looking for someone to fill the position of Registered Early Childhood Educator to support in Daycare. I am confident that my professional hands on experience of 15 years and my Early Childhood Education qualifications will contribute to your childcare centre dynamics. Please consider me for this job and any other Early Childhood Educator positions that may be available.

I believe that I will be an asset to your team because I have strong interpersonal skills working with other ECEs, infants, toddlers, preschoolers, school age children, their families and members of the community from diverse backgrounds. I believe that children are vessels filled with curiosity and with desire to learn. I have a great understanding of how to plan curriculum that is based on the development, cues and interest of individual children in all curriculum areas that will foster this curiosity. I have always really enjoyed working with children and establishing positive interaction with them while also implementing positive guidance strategies and self-help skills. I know that if given the chance to work at your Daycare I would be a valuable member of your team.

I believe in providing a nurturing environment where children can learn and thrive with the support of well trained and supportive Early Childhood Educators. As a professional I am always looking to improve my skills as an Early Childhood Educator and to be aware of any new and exciting ways to teach children. I have been a member of the Association of Early Childhood Educators of Ontario and a member of The Ontario and Toronto Coalition for Better Child Care since 2011. This will allow me to stay current with what is going on in the development of Early Childhood Educators. I love working with children and working as part of a team. I look forward to having an interview with you so I can showcase my strong desire to work at your Daycare. You can reach me at 416-806-9346 or by email at [kerrydmarks@gmail.com](mailto:kerrydmarks@gmail.com). Thank you and I look forward to hearing from you.

Yours Truly

Kerry Marks

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### **Objective**

I am an enthusiastic Registered Early Childhood Educator with the desire and skills to provide a safe, developmentally appropriate environment for children of all ages. I would like to use my skills and experience to promote a positive atmosphere, and higher quality education among children from diverse backgrounds in an Early Childhood Education position.

### **Summary of Qualifications**

- Registered Early Childhood Educator in Good standing with the (CECE)
- Valid Standard First aid and infant CPR level C -2022
- More than 15 years' experience working with children from (0 to 12 ) years old
- Strong ability to plan emergent curriculum based on the development, cues and interest of individual children in a variety of curriculum areas.
- Demonstrates strong interpersonal skills working with other ECEs, infants, toddlers, preschoolers, school age children, their families and members of the community from diverse backgrounds.
- Strong ability to adapt and maintain an environment that will ensure the overall health and safety of children.
- Strong communication and leadership abilities and works well under pressure
- A Caring, nurturing, positive and energetic personality

### **Professional Experience**

**Toronto Lawn Tennis Club, Kids club** Toronto, Ont.

2007- 2022

Kids Club attendant ,preschool and toddler teacher

#### **Major Responsibilities:**

- Plan, develop and implement enriching age appropriate daily activities that support physical,cognitive,emotional and social development of the children
- Provide supervision and guidance, of daily activities, special events,and field trips for children
- Perform observation ,transitions and daily documentation
- Assisting children in daily routines and providing assistance in self-help skills
- Provides positive behaviour guidance and ongoing supervision of playroom, playground, group, individual and routine activities.
- Ensures overall health and safety of children enrolled in the program by maintaining a sanitary and safe environment and identifying children who are unwell.
- Arranges children's play space to reflect the philosophy of the curriculum; builds and maintains responsive relationships with individuals and groups of children in care.
- Establishes and maintains a collaborative relationship with families through open communication by daily written charts, daily interactions, formal parent interviews and parent information sessions.
- Report and document any issues or concerns that may arise in accordance with the proper procedures
- Lead small and large groups of children
- Collaborates with colleagues, shares expertise and practical knowledge; participates in centre and program development meetings.
- Administration task such as providing clerical duties as assigned, including faxing and copying, organizing meeting schedules for department, answering phones, checking messages and emails, greeting visitors, maintaining and organizing file system for organization and monthly billing using jonas

- Teaching and planning programs for preschoolers, based on their development, cues and interest.
- Communicate with parents on a day to day basis about child's day and activities
- setting up of our school's environment at the beginning and end of each day

**Daycare Connection, Toronto, Ont.**

2011- 2012

**Major Responsibilities:**

- Supply for other Early Childhood Educators staff.
- Assist in implementing an enriched and stimulating program, while ensuring a safe, secure and healthy environment for the children.
- Provide supervision and guidance of daily activities and special activities
- Recorded informal and formal observation on individual children
- Instructed and assists children in washing, dressing, toileting, and eating to help develop self-help skills.

**Tiago Child Care Centre, Toronto, Ont.**

Jan – april 2011

Preschool placement

**Major Responsibilities:**

- Recorded informal and formal observation on individual children
- Instructed and assists children in washing, dressing, toileting, and eating to help develop self-help skills.
- Effectively set up and facilitate developmentally appropriate environments that encourage play as a means of learning.

**Woodbine Child Care Centre, Toronto, Ont.**

Sept 13- Dec7, 2010

Preschool Placement

**Major Responsibilities:**

- Conducted baseline observation and health checks of children and reported findings to my ECE.
- Implement positive guidance strategies while establishing positive interaction with children
- Maintained ongoing communication with parents regarding children's activities, behaviour, and development

**Main square daycare, Toronto, Ont.**

May18 –Aug 3, 2010

Toddler placement

**Major Responsibilities:**

- Implemented planned and spontaneous curriculum experience based on children's cues and development in all areas of curriculum.
- Facilitated daily routines and program planning both indoors and outdoors.
- Conducted indoors and outdoor safety checks reported findings to my ECE.
- Followed infection control practices
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**Education**

Centennial College Toronto Ontario, Canada, M1K-5E9  
Diploma Early Childhood education May. 2011- Graduated

Valid Standard First aid and infant CPR level C -2022  
WHMIS Training

**Activities:**

Registered with the College of Early Childhood Educators  
Member of Association of Early Childhood Educators Ontario  
Member of Ontario and Toronto Coalition for Better Child Care

**References available upon request**