

Amari Poppin



Address

Phone Number

Email

Do you have a drivers licence?

What languages do you speak?

Motivational Statement Why do you wish to work in childcare? What has your experience of work with children taught you so far? If you have any childcare experience matured within your circle of family and friends, describe it here briefly - it is useful information to have, but does not count as official work experience!

Experience in childcare **Make sure that each position is described using clear parameters.**
You should always describe positions in terms of location, duration, age of the children at the start of your work with them, number of hours per week, duties and type of care (sole charge, shared care or a mixture of both). Start with the most recent position and work your way back.

What are commonly used terms when describing Nanny work?

For instance, "shared care" means that the Nanny looks after the children alongside another carer or a parent, "sole charge" means that the Nanny is generally alone when looking after the children. "Dinner and bedtime routine" is a quick way to describe the flurry of activity that happens between school pick-ups and bedtime, and usually implies that the Nanny prepared and served meals. "Nursery duties" indicate those household chores that pertain to the care of children, and can include child laundry, helping to keep the children's possessions and rooms tidy, and ensuring the spaces you inhabit during your shifts are left as you found them.

What was important to you, those children, that family?

Once the position has been clearly defined in the formal sense, you should include a few words to describe what was especially important in the work you did with each specific family. Was there a lot of sports involved? Did you cook with the children rather than for them? Is music something that became relevant to your days? Did you enjoy making things, telling stories? Perhaps you helped a child learn or reinforce a language?

Example:

Full-Time Nanny - London - 2013 to 2016 - 40h/week

Looked after two children aged 6 months and 3 years at the start of our time together, five days per week, from 09.00 to 18.00. My duties included set downs and pick ups from kindergarten, dinner and bedtime routines, as well as nursery duties. Together we learned to prepare, try and get used to new foods, in order to achieve a balanced diet. I provided support in the acquisition of the English language through play, singing nursery rhymes and reading picture books.

- Other work experience** Do include all your work experience in your Nanny CV: it is all very relevant in forming an idea of what your interests, pursuits and skills might be. Children learn from watching their carers and interacting with them, whatever expertise you may possess, it will be a valued bonus. That said, ensure your childcare experience is clearly visible at the start of your CV and remember that you don't need to go in as much detail when describing work experience not directly relevant to childcare.
- Education and training** List all of your qualifications, with those relevant to childcare first, followed by all the others, in reverse chronological order.
- Languages** Please ensure you include your true level of proficiency in each language - if you have not taken a formal exam for a language, then perhaps choose between basic, functional, intermediate or fluent.
- Availability** It is important to give some indication of your availability on a childcare CV. Do let the families that will view your profile know how many hours a week you ideally wish to work, how Nannying first into your life, and for how long you intend to stay in the city you seek work in. Everyone knows that these things cannot be set in stone and could change, but it is useful to have some information regarding the type of commitment you wish to make: families' childcare needs vary greatly, there is a match out there for every type of availability and commitment, and being honest will help you and your agency to find a position where all involved feel safe and secure. If your ability to work is limited in any way due to VISA or student status, please mention it here so that all can take appropriate measures.
- Interests** List any activities that may not be work, but are essential to your wellbeing and happiness. Some of us dance, some of us read, some of us climb mountains. Use this space to say a little more about who you are.
- References** Extra Arms advises you to prepare a separate document with the names and contacts of your referees, alongside with any written reference they may have given you - this will allow you to better protect their privacy and only pass that information on to families seriously considering hiring you and/or agencies you trust. You must make sure that your referees have given you permission to share their contacts, and are aware that they may be contacted. As a Nanny, you should ensure that you obtain a written and signed reference from each employer, on paper. Never let go of those originals, only share soft copies with new families and agencies.
- Other** This sample CV is intended as a guide only: your CV should reflect your personality and taste. This sample is there for you to draw inspiration from, and as a checklist of sorts, helping you to ensure that all the basic information a family will need to know is there for them to find. You will notice that we have made no mention of including a picture, or declaring your gender, age and nationality. Extra Arms feels that these personal details are not necessary in determining the quality of care you will provide, and we encourage you to share them only if you wish to. We do need our applicants to be over 18, and legally able to work and reside in Germany