



# HANNAH ENRICA V. ALBACEA

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Dear Sir or Ma'am

It is with a high level of interest that I submit my application for the position of ChildCare /Daycare Teacher posted on Job Bank Canada. My effective leadership, creativity and problem solving abilities makes me the perfect candidate for the position.

With over 4 years of teaching experience as Pre-School Teacher I can apply a unique combination of skills to achieve positive outcomes when managing the challenges of this role. I enjoy collaborating with talented team of early childhood professionals to develop emergent curriculum that is designed to inspire children. My approach also involves partnership with parents to support, guide and share in their child's growth development.

My comprehensive hands-on experience and formal training will make me an excellent addition to your organization, the attached resume provides further details about how my qualification and background are a match for your team's needs in a Childcare /Daycare . Please feel free to contact me at your earliest convenience to discuss the details of this positions. Thank you for your time and consideration. I am looking forward to speaking with you.

Sincerely,

Hannah Enrica V. Albacea

## PRESCHOOL TEACHER

Creative, enthusiastic and purpose driven preschool teacher with experience teaching heterogenous class of 15 to 20 students, can handle kids with special needs, has also trained in administration works such as in finance/taxes department and school registrar. Passionate about early childhood education; profound working with preschoolers; deeply committed to providing quality learning centered instruction optimizing student success.

## AREAS OF EXPERTISE

- ★ Child Development
  - ★ Innovative Program Design & Development
  - ★ Classroom Dynamic & Management
  - ★ Creative in Instructional Materials
  - ★ Parent Involvement and Reporting
  - ★ Teamwork and Goal Setting
  - ★ School and Students Safety
- ★ Student Motivation & Encouragement
  - ★ Communication & Interpersonal Skill
  - ★ Time Management & Scheduling
  - ★ Multi tasking
  - ★ Flexible and Fast Learner
  - ★ Initiative and Leadership
  - ★ Great knowledge in computer skills

“During her tenure, Ms. Albacea has been very dedicated to her work. She has been very supportive and gives more attention to the slow learner pupils. She is hardworking and understands well the needs and emotions of every child and cares for them accordingly. She brings innovative teaching methods to keep her class active.

--Ma. Arlene Jacob , School Administrator, Maranatha Christian Academy—

## EDUCATIONAL BACKGROUND

*Tertiary:*

**Our Lady of Fatima University**

**2011-2015**

(Bachelor of Science in Education Major in Early Childhood)

*Secondary:*

**St. Paul Christian School**

**2007-2010**

*Primary:*

**Philippine Ling Liang Christian Academy**

**2001-2006**

## PROFESSIONAL TEACHING EXPERIENCE

**(MARANATHA CHRISTIAN ACADEMY) (June 2016-March 2018)**

**PRE- SCHOOL TEACHER**

- Designed creative, themed lessons and deliver high energy instruction in all pre-K subjects (math, science ,language, arts, writing and values)to classroom of up to 15 -20 children in an inclusive, heterogenous setting without any assistant.
- Ensuring an activity that is engaging to children by integrating singing, dancing, dramatic play.
- Developed a careful and creative program suitable for preschool children.
- Maintaining a conducive for learning environment wherein each student can explore, learn and meet their full potential.
- Experienced and aced handling and teaching children with special needs.
- Take care of the needs of each students.

**(VALENZUELA CHRISTIAN SCHOOL) (June 2018-August 2020)**

**PRE-SCHOOL TEACHER / ADMIN PERSONNEL**

- Employing a variety of educational techniques (storytelling , singing, dancing, educational play and media).
- Observing the needs of each child to help them improve their social competencies and build self-esteem.
- Maintaining a conducive for learning environment wherein each student can explore, learn and meet their full potential.
- Maintaining a record of child’s academic development and discussing the academic development of the child with parents
- Trained to make comprehensive exam and assessment to evaluate child progress.
- Assist in administration work such as accounting office, taxes and school registrar.