

EMPLOYMENT POSITION: Childcare and Preschool Assistant

LOCATION Olive Branch for Kids Childcare & Preschool Program Los Angeles, CA 90043

Website: www.olivebranchworks.com

email: armglobal@yahoo.com

HOURS 6:30 or 7:30 am to 3:30 or 4:30pm (flexible)

Pay Rate: \$18. - \$20. hour Depending on experience

PLEASE ENSURE ALL CHILDCARE AND DAYCARE EXPERIENCE/EDUCATION IS

STATED IN YOUR RESUME. We are seeking a dedicated Infant and Toddler Assistant to join us at our family childcare and preschool program. We are seeking someone who has a strong passion for working with young children. We are a mixed-aged, intimate program with a max of 12 children ages 18mo. thru 5 years old.

If you are an experienced and passionate childcare professional looking to make a positive impact in the lives of young children, believe you can maintain open and positive communication with parents and staff, assist with keeping a safe, secure, and nurturing environment for the children at all times, please apply.

Submit your resume and a cover letter today to armglobal@yahoo.com

We look forward to hearing from you.

Please be so kind as to look at ALL OF THE QUALIFICATIONS BELOW FIRST before you apply, if you cannot answer YES to at least 9 of the items, please do not apply for this position.

QUALIFICATIONS:

- Experienced with young children ages 18mo. 5 years old
- Ability to speak and write English clearly
- Create arts and crafts
- Engage the children with singing, dancing, and reading
- Provide personal care for children including -change diapers, potty training, prepare for nap time
- Multitasking ability, do a few things at once
- Flexible and handles change well
- Organized with attention to detail
- Assist with daily curriculum preparation
- Cleaning skills including kitchen and bathroom
- Food prep- Breakfast, Snack, Lunch, Afternoon Snack

EXPERIENCE:

- Daycare or Child Care Center experience a plus
- Some Early childhood education preferred

REQUIREMENTS:

- **High School diploma or GED equivalent**
- **Negative TB test**
- **Required Immunizations, updated vaccinations, flu shot, MMR, tDap, and fully COVID-19-vaccinated**
- **Ability to Clear Criminal Records and Background Check**
- **Must have reliable transportation**
- **Must have or be able to obtain Pediatric CPR and First Aid Certification**
- **Mandated Reporter Certificate – (will assist with obtaining)**

Understand that personal phone usage will be limited to breaks and lunch hours during work hours, due to children requiring eyes and attention on them at all times. Failure to comply with this can result in immediate termination.

Preferred: Education in Child Development or college enrollment in Child Development, with at least 6 units.