

Cover letter

I am currently working as an early years educator in a Montessori setting and after working in this sector for many years I am eager to start a new challenge in the shape of a career change. I am a very passionate worker with a strong work ethic. As I pride myself in upholding any high standards set by my employer. I have excellent people skills and pride myself in being polite and efficient when dealing with someone or responding to any queries they may have. In my current work place parents have specifically requested that their children be put in my classroom as they're confident in my high level of care and put their trust in me.

As a current "room leader" I have to use my initiative daily and be a quick thinker, I believe that this high level of initiative would be very useful when working as part of a team. In a room of eleven children where each child requires a specific and individual lesson plan, I am used to and confident in a high pressure work environment. This high pressure work environment has also given me a high level of multitasking skills and I can carry out different tasks with ease and to a high standard.

Aoife Mulligan's C.V

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Date of Birth	10/05/1993

Education:

January 2016: Portobello College: Fetac level 6 certificate in Early Education (Montessori)

2010-2012: Inchicore College of further education: Advanced certificate in childcare Fetac level 6.

2005-2010: St. Mark's community school

Work experience:

October 2010-April 2011: Discoveries Crèche and Montessori school, Firhouse

Duties: Worked mainly in the toddler room. Helped the childcare workers with the general care of the children. Prepared snacks for the children and kept the room clean. Did various activities with the children including play dough , table top activities and storytelling.

May 2011-October 2011: St.Annes Primary school, Fettercairn

Duties: Assisted the teacher with the day to day routine of the class. Helped children with their school work, supervised them during yard time. At the end of the day I corrected the previous day's homework and cleaned the classroom.

November 2011-May 2012: Cocoon childcare (crèche and Montessori school)

Duties: During my work experience in cocoon I also worked as Temp staff. I worked in all the different rooms including the wobbler room, baby room and the junior pre-school room. My duties included feeding the children, organising activities for them, changing nappies, cleaning the room, putting the babies and wobblers to sleep, and carrying out interesting and age and stage appropriate activities with the children.

May 2012-July 2012: Cocoon childcare (crèche and Montessori school)

I worked as a full time childcare worker in the junior pre-school room. My duties in this room where the same as above, except I was in the room on my own a lot. I also taught the children using the Montessori Method as this was the curriculum in this room.

September 2012-June 2014: Pre-School Teacher, Grange Crèche

Duties: My duties included the day to day running of the room. I planned a monthly curriculum for the class including individual lesson plans for each child. I based these lesson plans on the daily observations I did in class. I used a well being and Involvement chart to observe the children's development. Monthly reports where done on each child's overall development. These reports where given to the parents as part of the Aistear and Siolta themes used in the room. Alongside the Aistear Curriculum the children were also taught using the Montessori Method. During this time I also organised summer camp activities, eg. Drama, Art projects, culture weeks, after-school trips and baking.

June 2014-Present: Montessori/After-school teacher, Cranford creche and Montessori

Duties: As the room leader in the Montessori ECCE room I plan an immergent curriculum based on the children's interests. I observe the children's interests through daily observations, and

short-term plans. I communicate with parents daily and share their children's learning with them. This includes learning stories, photographs and direct quotes from the children. I document all of this learning through the Aistear and Siolta framework. I also organise interesting and age appropriate art activities and outdoor play. Thorough daily cleaning is also part of my teacher duties. I ensure that I am up to date with current regulations and policies and I carry out any paperwork that needs to be done within the classroom.

Qualifications:

- Fetac level 6 in Early Education (Montessori)
- Fetac level 6 in childcare
- Manual Handling Training
- Barnardos child protection certificate
- 6 years' work experience in various childcare settings
- Well-developed skills in prioritising, organisation, decision making, time management.
- Strong I.T skills
- Participated in various workshops such as children's music workshops and storytelling workshops.
- Enthusiastic, trustworthy, hard-working and punctual.
- Occupational first aid certificate.
- Buntas pre-school P:E certificate.
- Food Handling Certificate.
- Part of the "Better start" programme that took place in my setting.

*References available upon request.