

Karla Novillo

Bachelors in Early Childhood Education with a Minor in Special Education

Skills

Active listening

Teamwork

Leadership in groups

Assertive communication

Excellent written communication

Knowledge of social media platforms

Knowledge of digital content design

Personal Value

Honesty | organization | justice | integrity |
generosity | loyalty | responsibility
discipline | patience | respect

Languages

Spanish: Native Language

English: Working Proficiency

Education

Uni. of Casa Grande

B.A. Early Childhood Education

2017

Karla Novillo

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Experience

- Worked in elementary and preschool for more than five years
 - Worked in developing early stimulation for babies
 - Helped students with homework and provided tutoring
 - Provided nightly babysitting service
 - Oversaw summer programs and playdates
 - Manufactured and sold learning tools and games
 - Created and proposed recreational activities for children based on their age group
 - Knowledge of content creation and website management
 - Assisted in therapy sessions relative to psychopedagogy
 - Provided babysitting services in my community
 - Basic understanding and use of the German language
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Timeline

Wolek Family / Babysitter

October 2023 - Currently working

- Prepare and feed with breakfast, lunch and snacks
- Help with potty training
- Make coloring/painting/drawing activities that include learning
- Outing to parks, library and other places

Unidad Educativa Bilingüe Liceo Los Andes / Teacher

April 2023 - September 2023

- Plan spanish, pre-math, science, art and motor skills activities for children ages 3-4

- Teach agreeable manners and correct behaviors
- Improve social skills and support their self-esteem
- Create routines and good structures in class

Therapy Center Tía Sarita / Psychopedagogy Instructor

August 2022 - February 2023

- Promoted the use of psychomotor-skills based activities
- Supported children with learning disabilities
- Worked on developing the child's focus abilities
- Improved behaviors and encourage socially acceptable conduct

Thomas More School (Montessori Methodology) / Teacher

March 2022 - April 2023

- Created daily schedule for children ages 4-6
- Planned academic activities for children with focuses on math, language and recognition skills
- Promoted the use of the English language
- Worked directly with parents meetings to improve the development of their children

Aleman Humboldt School of Guayaquil (Montessori Methodology) / Teacher

April 2017 - November 2021

- Taught a class with students from ages 1-3 years
- Promoted a safe class environment and healthy eating habits for students
- Planned school events
- Made use of educational methodology practices

Blossom Family Center/ Teacher

March 2017 / March 2018

- Planned monthly outlines for afterschool program
- Role play, the ability to act out and make sense of real life situations
- Supported sensory use through activities
- Created personalized projects based on child's needs

Jefferson Pre-K / Teacher

September 2016

- Provided a safe environment for self-expression
- Organized files
- Created engaging activities for students

Early Stimulation Center Baby Place / Early Stimulation Therapist

June 2015 - August 2015

- Created activities to support the development of motor skills
- Practiced exercises to help develop childrens' speaking abilities

- Advised parents on activities that promote child's development
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Volunteer Experience

Fasinarm Foundation / Teaching Assistant

April-May 2013 / April-May 2014 / April-May 2016

- Maintained a clean and organized working environment
- Prepared class materials for daily lessons
- Helped students carry out activities
- Created weekly progress reports for students

Early Stimulation Center Baby Place / Early Stimulation Therapist

May 2015

- Sensory stimulation for babies and children up to 3 years old
- Greeting-bases routine through songs
- Worked in group sessions with parents
- Helped create art projects

Certifications

- First Aid CPR AED/ Heartsaver and American Heart Association 2024
- Methodological strategies for classrooms with learning difficulties and ADHD/ Graduate certificate - University of Casa Grande 2021
- Safety training certification / Ducorp Risk Control QHSE 2019
- Auditory, emotional and cognitive management of gifted children and adolescents/ Ecuadorian Institute for the Development of Gifted Students (CEDAP) and the University of Espiritu Santo (UEES) 2019
- A1.1 Level German certification/ Ecuadorian Cultural Institute Alemán 2018
- Cardiopulmonary Resuscitation workshop certification (CPR)/ Red Cross Ecuador 2017

References

Mariana Hi Fong de Camchong

Director-General of Blossom Family Center

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Tatiana Orellana

Director of Early Stimulation Center Baby Place

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Paola Ruiz

Director of Human Talent at the Alemán Humboldt School

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