

Adilene Cabral

(847)749-5855
acabral00@gmail.com

Experience

March 2023-July 2023

The Learning Experience, Elgin, IL - *Lead Teacher*

- Opened up a new Preschool classroom
- Developed lesson plans to tailor students strengths
- Managed two Preschool assistants to achieve the goal of helping every child grow and learn

July 2020 - February 2023

Nanny, Hoffman Estates, IL - *Nanny*

- Care for twin girls, aged three.

September 2018 -July 2020

Creme De La Creme, South Barrington, IL - *Toddler Team Lead*

- Promoted a safe, nurturing, and welcoming environment for the children and their families.
- Applied adequate teaching skills and methods.
- Assessed the students developmental and educational progress.
- Planned and submitted lesson plans for all Toddler Classrooms.
- Trained all the new incoming Gard 2 and Toddler teachers.
- Monitored inventory to properly budget our teams monthly expenses and supply lists.

June 2015 - August 2018

Kindercare, Hoffman Estates, IL - *Third in Charge + Lead Teacher*

- Opened and closed down the center
- Aided in the training of incoming teachers
- Scheduled and executed classroom tours for interested families
- Maintained the Family Builder program up to date
- Processed and filed Illinois CCAP applications
- Administered the CACFP files and submissions
- Processed weekly food and supply orders
- Planned & executed curriculum lesson plans and activities
- Created and maintained close relationships with families
- Evaluated and documented children's growth, behavior, and development

Education/Other Skills

- **Rasmussen College** - Associate of Applied Science, Early Childhood Education
- Can fluently communicate in Spanish

