[YOUR NAME SURNAME]

Cell: [0XX XXX XXXX]
Email: [you@email.com]
Location: [Suburb/Town, Province]
Languages: [English, isiZulu, Afrikaans, etc.]

PERSONAL PROFILE

ECD Practitioner with [X] years' experience in a creche/ECD centre environment, working with children aged [ages, e.g., 6 months–5 years]. Confident in planning daily activities and routines aligned to early learning needs, maintaining a safe and hygienic classroom, and communicating clearly with parents during drop-off and pick-up. Known for patience, consistent supervision, and supporting children's social, emotional and school-readiness development.

KEY SKILLS

- Daily programme planning (themes, creative play, story time, music and movement)
- School readiness: fine motor activities, pre-writing practice, basic numeracy concepts
- Child safety: head counts, secure handovers, indoor/outdoor supervision
- Hygiene routines: sanitising toys/mats, cleaning schedules, toileting support
- Observation and basic progress notes
- Positive behaviour support and conflict handling
- Parent communication: daily feedback, incident reporting when needed
- Teamwork with ECD assistants and centre management

WORK EXPERIENCE

ECD Practitioner — [Creche/ECD Centre Name], [Area]
[Month Year] – Present

- Planned and delivered daily activities for a class of [number] children aged [age range], balancing learning, play, rest and routine care.
- Set up age-appropriate learning areas (blocks, art, pretend play, reading corner) and rotated activities to keep children engaged.
- Maintained classroom safety and supervision standards during indoor play, outdoor play and transitions (toilet breaks, lunch, nap time).
- Supported school readiness through fine motor tasks (cutting, tracing, threading) and early numeracy/language activities.
- Kept attendance registers and helped update daily communication sheets for parents.
- Followed hygiene routines for surfaces, toys and shared equipment; supported toileting/diaper routines respectfully and safely.
- Communicated with parents at drop-off/pick-up, sharing progress and flagging concerns early with the manager.

ECD Assistant / Practitioner (Part-time) — [Centre Name], [Area]

Free template from cvhub.co.za - build and share your CV for free

[Month Year] – [Month Year]

- Assisted with daily routines including snack time, nap supervision, and cleaning schedules.
- Helped prepare learning resources (cut-outs, posters, flashcards) and supported small-group activities.
- Supervised children on the playground and supported safe transitions between activities.

EDUCATION

National Certificate: ECD (NQF Level [4/5]) — [College/Provider], [Year]
Key modules: [e.g., child development, learning programmes, health and safety]

Matric / Grade 12 — [School Name], [Year]

CERTIFICATES

- First Aid: [Level 1/2/3] — [Provider], [Year] (if expired: “Expired [Year]”)
- [Any child protection/safeguarding course] — [Provider], [Year]
- [Any short course: basic computer, etc.] — [Provider], [Year]

REFERENCES

[Manager Name Surname] — [Title], [Centre]
Cell: [Number] | Email: [Email]

[Second Reference Name] — [Title/Relationship]
Cell: [Number]

Free template from cvhub.co.za - build and share your CV for free