

Sophie Tran

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PROFESSIONAL SUMMARY

Warm and reliable early childhood educator with a Certificate III in Early Childhood Education and Care, seeking a role supporting children's learning and wellbeing. Patient and observant, with a focus on safety, play-based learning and positive guidance. Available across a range of shifts.

KEY SKILLS

- Play-based learning and activities
- Supervision and child safety
- Supporting the Early Years Learning Framework (EYLF)
- Positive guidance and behaviour support
- Nappy changing, feeding and rest routines
- Observations and documentation
- Communication with families and educators
- Reliable, patient and a team player

EDUCATION

Certificate III in Early Childhood Education and Care 2025

TAFE example, VIC

Completed, including supervised work placement in a long day care centre.

Higher School Certificate (Year 12) 2023

Secondary school example, VIC

Completed.

WORK EXPERIENCE

Early Childhood Work Placement Aug 2025 – Sep 2025

XXXX Early Learning Centre, Carlton, VIC

- Supported educators with play-based activities and daily routines under supervision
- Helped supervise children and maintain a safe, clean environment
- Recorded simple observations and supported mealtimes and rest

Volunteer, Vacation Care 2024 – 2025

XXXX Vacation Care, Carlton, VIC

- Helped run games and craft activities for school-age children
- Supported supervision and positive behaviour guidance

LICENCES & CERTIFICATIONS

- Working with Children Check (current)
- First Aid and CPR for education and care (HLTAID012)
- Anaphylaxis and asthma management training
- Child Protection training
- National Police Check (current)

REFEREES

Referees available on request.