

Personal

Name

Biella Briggs

Address

7891 Meadowlark Drive, Scottsbluff
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Phone number

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Email

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Interests

Volunteer at Nebraska Child Welfare
& Protection

Biella Briggs

Compassionate, nurturing and committed nanny with 8+ years of experience caring for newborn babies and children. Professional PNCP certificate and certification in advanced first aid, food safety, home safety, and English tutoring. Previous tutoring resulted in a 25% increase in grades of an 11-year-old. Experience includes meal planning and preparation, child education, taking care of sick children, and administering medication as required. Valid driver's license and a clean driving record. I look forward to meeting and taking care of your twin girls.

Work experience

Nanny

Feb 2017 - Present

The Chambers family, Torrington

- Caring for two girls (now aged 5 and 7)
- The 5-year old was a newborn when she came into my care
- Creating a safe environment for the children
- Bathing, washing hair and moisturizing their skin
- Applying sunscreen for outdoor activities
- Dressing children appropriately for weather conditions
- Changing diapers and potty-training
- Washing, drying and packing children's laundry
- Planning meals and weekly shopping for ingredients
- Preparing meals according to a healthy eating plan for children
- Feeding the children at regular mealtimes, including bottle feeds
- Controlling treats and ensuring they contain no chemical additives
- Booking doctor and dentist appointments
- Taking children to doctors and dentists
- Discussing medical visits and outcomes with their parents
- Collecting prescription medication and administering per script
- Keeping track of children's temperature when ill and during teething
- Advising parents immediately if their temperature is high
- Arranging playdates, swimming lessons and other outings
- Accompanying children on all playdates, lessons and outings
- Ensuring children are always in sight when away from home
- Responding to party invitations and buying party gifts
- Accompanying children to parties if their parents are unavailable
- Devising stimulating indoor and outdoor games and play daily
- Teaching the children educational activities and crafts
- Reading stories to the children daily
- Cleaning and tidying their bedrooms
- Packing toys and teaching children to pack their own toys
- Maintaining a daily diary and log for their parents
- Light housekeeping as required

Achievements

- *Successfully potty trained both girls by the age of 3*
- *Saved parents 25% on children's meals by sourcing and subscribing to a local retailer's kiddies healthy meals prep club*

Nanny

Jan 2015 - Dec 2016

The Andrews family, Douglas













- Cared for an only child - a boy of 11
- Prepared his breakfast and healthy snacks for later in the day
- Handled daily transport to and from all extramural activities
- Dropped him off and picked him up at predetermined times
- Chatted to coaches and tutors to get feedback for his parents
- Assisted him with homework and assignments

- Tutored him in English, resulting in a 25% improvement in his grades
- Took him to doctor and dentist appointments when necessary
- Responded to party invitations with his parents' permission
- Spent time in daily conversation to encourage him and ensure his wellbeing
- Tidied his bedroom and desk
- Laundry duties and kept cupboards tidy
- Maintaining a daily logbook for his parents
- Light housekeeping as required

Education and Qualifications

Professional Nanny (PNCP) <i>US Nanny Association, Sarasota</i>	May 2019 - Sep 2019
Certified Infant & Newborn Professional (NICP) <i>US Nanny Association, Sarasota</i>	Oct 2016 - Jan 2017
Certified Nanny (NCP) <i>US Nanny Association, Sarasota</i>	Mar 2014 - Jun 2014

Skills

Advanced first aid	
Babysitting	
Childcare	
Child education	
Childhood development	
Educational activities	
Light housekeeping	
Meal planning	
Meal preparation	
Potty training	
Time management	
Tutoring in English	

References

Sam Chambers <i>(307) 789 0000</i> <i>sam@sample.com</i>	Chambers family
Pat Andrews <i>(307) 891 0000</i> <i>psandrews@sample.com</i>	Andrews family