**MAHER PARVEEN PIRMOHAMED**

meher\_moghal@yahoo.com | Cell: (780) 218-7740

**HIGHLIGHTS OF QUALIFICATIONS & Skills**

* Able to work professionally with confidential information according to FOIP legislation.
* Able to learn quickly, follow instructions, guidelines and policies with accuracy
* Self-Control, Active listener, build trust with children and quick to act when complex situation
* Caring and compassionate, communicate casual and professional with parents to build strong relationship and gain trust of families, colleagues, and children at all levels.
* Creative thinker, with extensive organizational and motivational skills; planning and implementing innovative child-oriented activities.
* Fully vaccinated, Canadian citizen, Valid Drivers License and Cleared Criminal record.

**EMPLOYMENT HISTORY**

Volunteer & work Experience as a child care worker

**Willowbrae Academy** June 2022 – Sept. 2022

* Working knowledge with Infants, Toddlers and Pre- School Children
* Followed guide lines to implement age appropriate lesson plans and activities
* Provided a safe and nurturing environment for children to learn and grow
* Supervised and engaged children during circle time, playtime, mealtime and nap time
* Monitored Children’s behavior and address any disciplinary issues in a positive manner
* Performed daily duties dressing, toileting, washing hands, diapers change, measures to prevent accidents, Comfort children when crying, monitored rashes, allergies , injuries or illnesses, medications, washing dishes, end of the day wash and sanitize toys, tables, chairs, maintained child’s personal belongings, and cleanliness and organize class room.

**Front End Cashier**

**Real Canadian Superstore Edmonton, AB May 2015 – Present**

**Medical Office Administration**

Siddiqui Medical Clinic Edmonton, AB Nov 2020 – Present

Pharmacy Assistant

Hewes Way Pharmacy Edmonton, AB March 2016 – Sept 2019

**EDUCATION**

Professional Development (Office Administration)

Employ Abilities Edmonton, AB 2020

Medical Office Assistant (Diploma)

Medical Reception College Edmonton, AB 2013

Bachelor’s Degree- Sociology (Canadian certified)

University of Karachi Karachi Pakistan 2013

**TRAINING & CERTIFICATES**

* Early childhood Certificate level 1 (studied)
* **Trauma-Informed Care online course- AHS network**
* FASD online training with (The Canada FASD Research Network)
* SPRAM E Learning Suicide Prevention, Risk Assessment & Management - AHS
* E Learning Module Supporting individuals with intellectual Disabilities and Mental Illness- AHS
* Diploma course in Child Special needs with Alison online Programs & Courses
* Alberta Basic Food Safety- AHS
* Standard First Aid- BLS- CPR/AED level C - Red Cross

**VOLUNTEER & BACK HOME EXPERIENCE**

* **3 months as a child care (Pre School) at Choice Daycare, Edmonton Alberta**
* **2 Years working experience at community disability program for Children - Karachi Pakistan**
* **4 years teaching experience with primary school between 6 – 10 - Karachi Pakistan**
* 10 months as a support worker at Dharkhana Blind School- Karachi Pakistan
* 6 months organized free medical camps for awareness of family planning and women health with organization International Lions Club - Karachi Pakistan