

Day Care Center Manager: Manage operations of day care center. Acquiring new clients/students. Build relationships & long-term coop w/parents. Customer support. Prep contracts, prep docs for accountant. Market services through social media, other advertising tools. Create, oversee budget & expenses. Process intake of new students, employees. 2 yrs' exp as manager. Bachelor's degree in any business-related field. Res: iLearn Center of Chicago, LLC , 2650 N Ashland Ave Chicago IL 60614