



**ANU RAI**

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### PROFILE

I am a diligent and enthusiastic care assistant with an authentic interest and exuberance in helping and looking after people. Maintaining a healthy and safe working environment by effectively utilizing available resources according to practice guidelines.

### **Personal Information**



**Address**  
10/16 Beatrice  
street, Ashfield



**Phone:**  
0450058733



**Email:**  
Anurai4322@gmail.  
com

### **Reference**

**Position: RN , Royal  
North Shore Hospital  
0452442382**

### PERSONAL SKILLS

- Act tactfully and diplomatically during sensitive situations.
- Ability to maintain a positive attitude with patients and easily adapt to changing environments.
- Ability to work independently and carry out Activities of Daily Living (ADL) with minimal supervision.
- Consistently comply with policies, procedures, and standards and act to reinforce this knowledge regularly.
- Work cooperatively to fulfill all scheduled duties for the day.
- Dedicated with honesty and strong attention to detail.
- Have
- good interpersonal relationship skills and a caring attitude.
- A commitment to excellence in caring for the aged.
- Ability to solve problems and learn from failure.
- Skills in proposal and report writing.

### ACADEMIC QUALIFICATION

**KINGSFORD INTERNATIONAL INSTITUTE, SYDNEY**  
Jan 2019- Sept 2021



Advanced Diploma of Information Technology

**CROWN INSTITUTE OF HIGHER EDUCATION** Oct 2021

– July 2023

Bachelor of Information Technology

### **PROFESSIONAL EXPERIENCE**

**120 hour placement in St Ezekeil Moreno nursing home, Croydon**

#### **Home care (May 2023 – Ongoing)**

**Duties and responsibilities towards the residents and organization**

- Assisting with personal hygiene
- Assisting with eating and drinking and using feeding techniques
- Assisting with oral hygiene and health care
- Assisting with toileting and use of continence aids
- Bed bathing, nail care
- Dressing and grooming including assisting with pressure stockings
- Shaving, Showering, and Elimination
- Hydration and nutrition needs (including addressing dysphasia)
- Maintenance of skin integrity and pressure area prevention
- Mobility and transfer including in and out of vehicles and fall recovery techniques
- Monitoring medication as appropriate to work role
- Pain management
- Maintain rest and sleep

Technical care activities according to the personal care support plan and organisation policies, protocols, and procedures

#### **Experience as (Cook/chef)**

**Merivale**





## March 2021- May 2022

- Opened or closed kitchen daily by preparing supplies, ingredients, and stock stations. Distributed needed items to team members with efficiency in a high-volume environment.
- Followed restaurant stock management schedule to monitor product freshness and rotate out old products.
- Created stock delicately balanced sauces, dressings, and side dishes from scratch. Assembled composed salads, aesthetically grouping food items and building.
- Recommended improvements to plate presentation and improving the customer experience.

## TRAINING / WORKSHOPS

- First Aid Training
- Cardiopulmonary resuscitation (CPR)
- Manual Handling training
- Incident/ Hazard management training
- Wound Assessment
- Fire safety and another Emergency.
- Infection Prevention
- Waste management

## COMPUTER SKILLS

- **Word Processing**
  - **PowerPoint**
  - **Excel**
  - **Data Analysis and Presentation**
  - **Email and Internet**
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