

## **ALLISON SMITH**

BRADFIELD 2556

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### **Career Objective**

To secure a new career opportunity within the Healthcare industry where I can excel, ignite passion for my work and utilise my abilities to contribute to the success of the business and welfare of my clients.

### **Personal Attributes**

I am able to confidently converse with persons at various intellectual capacities. My work experience has afforded me a high standard of oral and written communication skills to ensure appropriate task completion.

I believe I demonstrate an ongoing exemplary approach to work practices and have always demonstrated a commitment towards quality customer service. My personal integrity and ethical principles and practices are an extremely important part of my life as is the ability to remain compassionate, honest and help others.

### **Transferrable Skills**

- Ability to communicate with people on all levels
- Extremely reliable and dependable
- Compassionate
- Strong organisational skills with great punctuality
- Willingness to learn and adapt
- Ability to work autonomously
- Excellent attention to detail

### **Work Experience**

**Residential cleaning**  
**Self employed**

**May 2023-Current**

**Assistant in Nursing**  
**Carrington Aged Care Facility**

**March 2021-March 2023**

**Part-time Therapy Assistant**  
**T21 Children with Down Syndrome**

**July 2020-June 2023**

**Warehouse 2IC/Inventory Controller**  
**Davka Beauty Pty Ltd**

**January 2015-January 2019**

**Full Time Carer**

**December 2013-Jan 2015**

**Diabetic Gentleman in Renal failure**

Prior to me taking on this role I was required to undertake dialysis training at Liverpool Dialysis Clinic with my client. Fresenius Medical Care Unit installed a Dialysis Unit and filtration System in my client's home so his care and treatment could be done at home in the most dignified personal manner.

**Day to day responsibilities in my aged care roles included:**

- Assisting with personal care/ showering, bathing, dressing toileting
- Bed linen changing/ Laundry/ Cleaning
- Meal preparation and assisted feeding
- Accompanying clients to medical appointments
- Insulin and medication administration
- Ensuring correct use of mobility aids and patient transfer aids
- Cannulation and dialysis treatment
- Rehabilitation exercises
- Wound dressing change
- Monitoring individual client's conditions / pulse, respiration, blood pressure, weight

**Other Business Experience**

Tile Power Gregory Hills- Sales Consultant	August 2019 - Current
Don's Tiles Australia - Sales/Design Consultant	August 2011 - May 2013
Amber Tiles - Indoor Products Manager/ Sales Consultant	December 2004 - June 2011
Contours Ladies Gym - Gym Instructor	November 2008 - July 2009

**Certificates**

HLT37215 Pathology Collection (2024)  
HLTAID011 Provide First Aid (2024)  
CHC33015 Certificate III Individual Support (Ageing) (2021)  
Valid Unrestricted Driver's Licence and Reliable Vehicle  
Licence to Operate a Forklift Truck (2010)  
Certificate III and IV in Fitness (2008)  
Certificate III and IV in Financial Services (2002)

**Referees**

Vicky Adamson (Carrington Aged Care)  
0407 228 286

Robyn Lee (Client's daughter)  
0419 482 969