

# Anisha Pathak Prasai

• 29 Ducros Street, Oran Park, NSW 2570 • [anishapathak12@gmail.com](mailto:anishapathak12@gmail.com) • 0488236050

## PROFESSIONAL SUMMARY

---

I have completed my Masters in Environment Management back in 2016. Since then, I had been working in various organizations in Nepal before I came to Australia in February 2023. I worked as a Lecturer in various institutes. I have also worked under some government funded organizations related to abortion and solid waste management. I was also selected as an Officer in Prime Minister Self Employment Fund program. Before I came to Australia, I was working as a HR Manager in Glacier International School & College.

When I and my husband landed Australia almost 11 months ago, we had no idea how we could build our career. As time passed by, I realized that the health sector is one of the sectors with indefinite opportunities. I have seen a vast career opportunity in health care and aged –care sector. I have worked as a support worker in Hireup and attend different participant and also completed Certificate IV in Ageing Support. I am willing to prepare myself for a successful career in this industry looking for part time or casual job opportunity.

## EDUCATION

---

### School of Environmental Science and Management, Kathmandu, Nepal

*Degree: Master's in Environmental Management*

*Graduated: March 2016*

*CGPA: 3.77*

#### Major Areas of study

- Environmental Engineering
- Solid Waste Management
- Environmental Resource and Sustainable Development

### School of Environmental Science and Management, Kathmandu, Nepal

*Degree: Bachelor's in Environmental Management*

*Graduated: October 2012*

*CGPA: 3.08*

#### Major Areas of study

- Environmental Engineering
- Solid Waste Management
- Environmental Resource and Sustainable Development

## SKILLS

---

- Microsoft Office Package.
- Excellent communication skills
- Lead to environmental projects.
- Data analysis and data interpretation
- Monitoring and evaluation of projects
- Climate changes strategy
- Plan and policy development

## TRAINING AND PLACEMENT

---

- Certificate IV in Ageing Support

## WORK EXPERIENCE

---

### **Mark Moran aged Care, Little Bay, NSW**

**January 2024 – Present**

- Assisting residents with personal care
- Assisting residents with mobility and communication needs
- Administering medications
- Assisting in day-to-day activities

### **Thompson Health Care, Oran Park, NSW**

**November 2023 – December 2023**

#### ***Age Care Staff-Placement***

- Providing personal care and assistance
- Monitoring and responding to the health and well-being of the residents
- Administering medications
- Ensuring safe and well maintained and supportive environment
- Organizing and facilitating social and outdoor activities

### **Glacier International School & College Pvt. Ltd. Kathmandu, Nepal**

**August 2021 – December 2022**

#### ***HR Manager***

- Recruitment and selection of employee
- Employee job evaluation with reward and punishment
- Employee motivation and chaos handling
- Resolve workplace conflict and liaising between parties

### **Touchwood Kids Villa, Kathmandu, Nepal**

**August 2020 – July 2021**

#### ***School Director***

- Coordinate parents, teachers and students for overall growth and development of pre-school students
- Prepare and follow up curriculum of pre- school
- Plan, organize and implement various academic and administrative activities in school
- Train and motivate teaching and nonteaching staffs for the overall development of students

### **Kantipur International College**

**August 2016 – August 2020**

#### ***Lecturer-BPH***

- Provide lectures on different environment related subjects
- Supervise report writing, research paper of subjects

### **Gauradaha Municipality, Jhapa, Nepal**

**March 2016 – June 2016**

#### ***Solid Waste Management Officer***

- Support daily activities on solid waste management related issues, prepare baseline survey
- Prepare solid waste management related strategy and action plans for Gauradaha municipality

### **Manmohan Memorial Institute of Health Sciences, Kathmandu, Nepal**

**August 2012 – January 2016**

#### ***Lecturer-Health Assistants***

- Provide lectures on various subjects related to environment health
- Coordinate with different faculty member for the classes to run smoothly
- Participate and assist in different programs conducted by college

### **ABC Nepal, Morang, Nepal**

**May 2012 – July 2012**

#### ***Surveyor***

- Data collection, monitoring and evaluation among females of different ages for effectiveness of medicines provided for abortion
- Data analysis and review

## **ACHIEVEMENTS**

---

- Training workshop of strategic planning organized by ICA, Nepal.
- Got a grant from Department of Environment for completion of Thesis “climate change impact on Food Security: A case study of Sankharapur Municipality, Kathmandu, Nepal.
- Water Quality and safe drinking options’ organized by ENPHO with collaboration with CAWST
- Got an opportunity to work in ‘Prime Minister Employment Program’ organized by Government of Nepal, Ministry of Labor Employment and Social Security.

## **REFERENCE**

1. Dipshikha Pokharel  
0416892665  
Clinical Support Manager (Mark Moran Aged Care)
2. Babita Khaniya  
0415693252  
Registered Nurse (RN)