

Asha Gurung

SUMMARY

Ambitious and Proficient and devoted client care professional with broad involvement with industry to engage in a career that will allow for progress in terms of expertise, socio-economic development, and

innovation. Articulate, energetic and results-oriented with exemplary passion through experience to new ideas for professional growth, as well as the growth of the company.

EXPERIENCE

Maybanke Aged care , NSW

Dulwich hill, 2203 NSW

Certificate IV in ageing support placement – 28 nov to 15 dec 2023

- Assisting residents with their personal care needs such as showering, toileting, shaving, oral hygiene, dressing and feeding.
- Assisting residents with their mobility and communication needs.
- Observing and reporting changes in resident's condition.

Subidha Nursing Home, Nepal – Jan 2020 to June 2021

- Helped residents with daily activities.
- Maintained clean and safer environments for the residents.

Coles - Customer Service and Deli- July 2023 to present

- Improved ability to convey information clearly and professionally.
- Enhanced capacity to remain calm and composed, especially in challenging situations.
- Handling peak hours and challenging situations in a busy deli environment develops stress management skills.
- Following strict hygiene protocols and maintaining a clean workspace demonstrates a commitment to cleanliness and sanitation.

Customer Service Representative- Raddison Hotel- Kathmandu

- Served shoppers in a prompt, courteous and friendly manner.
- Established beneficial professional networks and partnerships to gain insight and campaign support resulting in long-term business relationships.

Account Assistant-Digicom And Himmcom Int-Kathmandu

- Prepared daybook of the company.
- Maintained bank reconciliation and Interparty reconciliation.
- Prepared daily sales report.

CONTACT

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SKILLS

Skills & Abilities Highly communicative, good interpersonal skills with customers and an ability to work in a team environment. Motivated by challenge, ability to perform every kind of hard work with reliability, honesty, and integrity.

Extra abilities:

- Maintaining clean patient's bed.
- Organization of equipment in hospital wards.
- Helping nurses with lifting and turning patients.
- Maintaining cleanliness in the ward
- Assisting patients with ADLs.
- Communicating with patients.
- Knowledge of scope of practice.
- Understanding of duty of care.
- Respecting patients' dignity and privacy.
- Computer literate (MS Word, Excel, PowerPoint).

EDUCATION AND TRAINING

Master of professional accounting-
KOI, Sydney

Bachelor of Business Administration
Imperial College of Management-
Kathmandu.

- ◆ Rameshwar Chaudhary-
04141001836 (position-FSA, Moran
agedcare, Kellyville)
- ◆ Pooja Dahal – 0405967993 (Enrolled Nurse)
- ◆ Reema Adhikari- 0452274356 (Registered
Nurse)
- ◆ Aagya Parajuli – 0420213992 (AIN)
- ◆ Prayash Shakya- 0452105132 (Coles)