

Sharan Kaur

Nursing Student

I am kind, proactive and have good attention to detail. Working with people is my passion. Connecting with people and seeing them achieve their goals is personally as well as professionally fulfilling for me. I have a professional experience in different fields that have taught me how to provide the best customer support and services. I speak fluent English, Punjabi and Hindi. I am keen to continuously learn and develop new skills and improve my professional development.

○ Vaccination Status

Fully vaccinated

○ Educational Qualifications

Bachelor of Nursing

Avondale University, Sydney NSW (Currently Enrolled)

Diploma of Operation Theatre Attendant

Guru Nanak College of Nursing, Punjab India (2021)

Secondary, Year 12 of Operation Theatre Attendant

Sacred Heart Convent Senior Secondary School, Punjab India (2021)

○ Professional Experience

Role: Lifestyle/ Kitchen hand/ Laundry/ Admin

Aurum Aged Care- Wyoming

Various Families (Currently employed, part-time)

Key Responsibilities:

- As a lifestyle, performing various activities with the residents including games and quizzes.
- One-on-one talk with the residents who are unable to perform physical activities.
- Performing kitchen hand duties including helping the chef preparing meals, doing the dishes, and setting up the tables for the meals.
- Taking care and helping the residents who have difficulty in walking and have weak eyesight, taking them from and to the rooms.
- Performing laundry duties, Washing and drying the clothes for the residents.
- Setting up the almirahs and arranging the washed clothes.
- Performing admin duties, answering phone calls, taking temperatures for the visitors.

Role: Nanny/ Carer

Various Families (2021-2022)

Key Responsibilities:

- Ensuring a safe and stimulating environment for the children ages between 2-8 years.
- Conducting daily activities such as bathing, dressing, diapers changing and potty-training appropriate to the age.
- Ensure children's emotional and physical needs as required.
- Planning meals, preparing simple meals and/or feeding the children.

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- Organise indoor/ outdoor play, educational and art activities.
- Administering medicine with parents' consent, if necessary
- Following hygiene procedures such as washing hands frequently before and after performing different tasks such as changing nappies, feeding etc.
- Providing feedback to parents including any concerns or incidents as necessary.

Role: Assistant in Nursing

Guru Nanak Hospital, Punjab India (2021)

Key Responsibilities:

- Providing physical and emotional care to clients
- Operating appropriate medical equipment to assist with their health needs.
- Documenting patient care activities, needs and relevant changes.
- Following strict hygiene and infection-control procedures to protect patients, staff and myself and respond to feedback, incidents, and hazards on a priority basis.

References

- **Rajbir Kaur 0478496353**
(Registered Nurse)
- **Nicky Grewal-poole 0481863400**
(Social Worker)

Available on request