

# CLAUDIA FOXMAN

 0400 776 911

 claudiafoxman@gmail.com

 St Ives, 2075

Dedicated and compassionate 19-year-old seeking a part-time role in a health care facility to support the pursuit of a nursing career. Possesses strong empathy, excellent communication skills, and meticulous attention to detail. Eager to gain valuable experience in a healthcare setting, demonstrating organizational abilities and interpersonal talents. Committed to making a positive impact in patient care while contributing to the smooth operation of a medical facility.

## EDUCATION

2021

### **Masada College**

Higher School Certificate - 2021

2024 - Ongoing

### **Avondale University**

Bachelor of Nursing

**First aid + CPR Certificate**

**Working with Children Check**

## SKILLS

- Exceptional interpersonal and communication skills
- Proficient in handling phone calls, scheduling appointments, and managing patient inquiries
- Strong organizational abilities with a keen eye for detail
- Familiarity with medical terminology and basic administrative tasks
- Ability to maintain confidentiality and handle sensitive information with discretion

## WORK EXPERIENCE

### **Wardsperson**

**Northern Beaches Hospital 2023 - current**

Responsible for safely and efficiently transporting patients within a healthcare facility. Assist with the movement of patients between different areas, ensuring their comfort and safety during transfers. Handle medical equipment, follow safety protocols, and contribute to maintaining a clean and organized hospital environment.

### **Early Childhood Educator**

**Mona Vale Kindergarten 2022 - current**

Experienced in implementing behaviour models and positive reinforcement into daily routines. Committed to cultivating a love for learning and providing a foundation for future success

### **Operations Assistant**

**Virgin Active 2022 - 2023**

Expertly overseeing policies, conducting comprehensive staff training, and upholding impeccable cleanliness standards. A proven track record in swiftly resolving customer service complaints, dedicated to ensuring an exceptional member experience. Committed to maintaining operational excellence within the vibrant and dynamic fitness industry.

### **Birthday Party Coach & Supervisor**

**Gymstars & Ninja Kids 2017-2022**

Experience in organizing security, sourcing vendors, and selecting optimal facilities for unique events. Skilled in setting up and arranging entertainment, ensuring each celebration is memorable and stress-free.

References available on request