



DOMINIC KURIA KINYANJUI

CARE ASSISTANT

✉ dominickuria965@gmail.com ☎ +254713451367 📍 Waiyaki way, Chiromo ln 📅 24/01/1996
🇰🇪 KENYAN 🆔 AK1260147 💍 MARRIED 🚗 TOB-ACB 8090 👤 MALE

Profile

I am highly motivated, compassionate, empathic and understanding care assistant that accomplishes his assigned responsibilities with little or no supervision. I am particularly skilled in taking care of vulnerable adults and elderly suffering from dementia including those with different mental and physical disabilities. I have displayed great commitment towards helping and caring for others both on and off duty. Also, I have been a great team player all through my career, working harmoniously with other team members to achieve the set aims and objectives of the organization. Additionally, I develop quality relationship with the residents and their relatives while maintaining a high level of professionalism in the discharge of my duties. I have gained enough experience and good knowledge of the basic nursing procedures. I am in good physical, emotional and mental state and can take adequate care of the resident under my care.

Education

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| KENYA CERTIFICATE OF SECONDARY EDUCATION, TINGANGA SECONDARY SCHOOL Graduated | 02/2012 – 11/2015 KIAMBU, Kenya |
| KENYA CERTIFICATE OF PRIMARY EDUCATION, KASARINI PRIMARY SCHOOL | 02/2003 – 11/2011 KIAMBU, Kenya |
| KENYA DRIVING LICENSE & CERTIFICATE, PETTANS DRIVING SCHOOL AND COMPUTER COLLEGE Graduated | 03/2017 – 04/2017 KIAMBU, Kenya |

Professional Experience

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| ASSISTANT MANAGER, RETAIL MANAGEMENT SOLUTIONS DUTIES AND RESPONSIBILITIES <ul style="list-style-type: none">• Handling customer complaints following company policies and procedures.• Supervising and motivate staff to improve performance.• Cash handling.• Preparing reports.• Managing and storing vendors' contracts and invoices.• Training and Coaching staff• Inventory Management | 10/2018 – 01/2019 Nairobi, Kenya |
| CARE ASSISTANT, HARRISON HOUSE RETIREMENT HOME DUTIES AND RESPONSIBILITIES <ul style="list-style-type: none">• Assisting with meals and nutrition.• Home maintenance and basic housekeeping | 09/2016 – 08/2018 Nairobi, Kenya |

- Managing medications, and helping with medical appointments
- Helping the ones having problem waking up and also helping the to be able to move around
- Help with personal hygiene and care.
- Helping in Toileting
- Grooming

CARE ASSISTANT, THOGOTO HOME FOR THE AGED

02/2019 – present
KIAMBU, Kenya

DUTIES AND RESPONSIBILITIES

I provide the highest level of personal care and attention to residents, by following individual care plan carefully and ensuring that all contact is polite, friendly, warm and supportive. I also act as a key worker for all resident, ensuring that these responsibilities are carried out in full.

I am responsible for making and changing beds, tidying resident's rooms (with the resident's permission) undertaking light cleaning duties as needed and general assisting in ensuring that the Home is kept clean, pleasant and welcoming at all times.

I am understanding and patient towards residents and their needs and encourage, assist and

support residents to participate in leisure activities as appropriate to the individual, ensuring their social and emotional needs are met. This also includes escorting residents to outside appointment and leisure outings.

I help to serve meals and drinks at meal times and other times when required, taking care

to prepare and present meals and refreshments in an appealing way, with polite and courteous service. I am understanding with residents who need assistance with feeding and provide the appropriate level of support and help.

I assist with looking after the physical comfort of patient, for example helping them to wash themselves and emptying bedpans.

I am always alert to residents physical and mental well-being, immediately reporting any

changes in a resident's condition to a senior person on duty and to accurately maintain and update residents' records as required.

I respect and maintain confidentiality of resident's personal information at all times, this

includes resident's behavior and actions and any incidents that may occur in the course of day to day care.

I assist with providing physical support to assist patients to perform daily living activities,

such as getting out of bed, bathing, dressing, using the toilets and standing, walking or exercising

OFFICE ADMIN {Part Time}, HK BUILDERS AND GENERAL CONTRACTORS LIMITED

05/2019 – present
Nairobi, Kenya

DUTIES AND RESPONSIBILITIES

- Preparing, organizing and storing information in paper and digital form.
- Managing diaries, scheduling meetings
- Dealing with queries on the phone and by email.
- Arranging travel and accommodation.
- Supervising other staff and delegating responsibilities

Languages

ENGLISH

IELTS

Skills

☒ Good communication skills ☒ ● ● ● ● ●

Team work and team building skills

☒ Ability and readiness to work
under pressure for long hours ☒

Effective time management skills ☒

Patience ☒ Respectful ☒

Empathetic and Caring ☒ Good
personal hygiene ☒ Organizational
skills

N/A

Interests

☒ Listening to music ☒

Travelling ☒ Socializing ☒

Reading ☒ Watching series ☒

Volunteering, community
service or charity work ☒

Cooking ☒ Gardening ☒ Playing
music like guitar and piano

N/A

References

KELVIN NYAGA, SENIOR ACCOUNTANT, HK BUILDERS AND GENERAL CONTRACTORS LIMITED

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