

## **RESUME**

**Name:** - Leila Fathi

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### **❖ Career Objectives: -**

**Summary:** I am an experienced AIN looking for a challenging and new atmosphere to work and perform my responsibility in the best possible manner. I have also completed my Masters of Health Services Management from University of Technology Sydney in 2016. I have vast experience working in aged care. I am overseas Registered Nurse who has overseas working experience in field of Nursing. I have been working as care worker since 2015. I am also multi lingual who can speak Arabic and Persian language.

### **❖ Skills and Abilities:**

- Achievement oriented with excellent strategic thought process and an ability to manage stress / strain and change with ease
- Ability to work in diverse and cultural settings independently
- Time management
- Leadership
- Skills management
- Excellent communication and observation skills

- Multi-tasking ability
- Good personal coping skills
- Assertive patient advocate
- Ability to maintain calm amidst chaos
- comfortable with team environment
- Hard working and enthusiastic
- Flexible in work timing
- Immediate availability

❖ **Education/Qualifications: -**

**Institution:** University of Technology

**City/Country:** Sydney, Australia

**Qualification:** Masters of Health Services Management (2016)

**Institution:** University of Medical Sciences and Health and Treatment Services

**City/Country:** Tehran, Iran

**Qualification:** Bachelor of Nursing

**Institution:** Care Training and Consultation Sydney

**City/Country:** Sydney, Australia

**Qualification:** Certificate III in Aged Care

### ❖ **Certificate and License**

- First Aid Certificate
- Manual Handling
- Emergency Management of Asthma in the Workplace
- Perform CPR including use of Defibrillator
- Provide Basic Emergency Life Support
- Providing first aid management of severe allergic reactions and anaphylaxis
- Develop risk minimization and management strategies for allergic reaction and anaphylaxis
- First Aid Management of Anaphylaxis

### ❖ **Employment History:**

#### ➤ Scalabrini Village

Start Date: 2016- Current

Position: Care staff

#### ➤ Bankstown Terrace Community Care

Start Date: 2018- Current

Position: Care staff

### ❖ **Responsibilities:**

- Assist with basic care needs in daily living.
- Relay resident enquiries to the RN and explain the answers given.
- Record resident outcomes and status appropriately.
- Report workplace risks to management.
- Report resident risks to management.
- Change simple dressings.
- Provision of quality resident care as per the individual resident care plan
- Clear documentation of resident outcomes as per each client's procedures

- Recognise changes in a resident's health status and report appropriately
- Adhere to all relevant workplace safety laws and regulations
- Ensure the workplace is a safe one for self and colleagues
- Comply with legislation, regulations and codes in the workplace relating to the role
- Workplace Health & Safety Responsibilities

➤ Afea Agency and Alliance health

Start Date: 2015-2017

Position: Care staff

➤ Family day care, Liverpool

Start Date: 2014-2015

Position: Home care and Educator

➤ Tehran Oil Industry Health Department

Start Date: 2005-2007

Position: Registered Nurse

➤ Iran University of medical science and health services

Start Date: 2003-2005

Position: Under graduate Nurse

➤ Boostan charity clinic, Hoveizeh charity clinic and Dar-Altawhid charity clinic

Start Date: 1999-2003

Position: Under graduate Nurse

**Referies:**

Manager of Scalabrini Village, chipping northon

Isha Kang P 0294264250

Registered Nurse of Night Duty

Cuncilia, P 0410123827

Bankstown Terrace community Care

Registered Nurse of Night Duty

Roshani, P 0421191463

