

EDUCATION

- APC (Australian Pacific College)- Diploma in HR Management- July 2020 to Dec 2020.
- Greenwich College, 2/396 Pitt St, Sydney NSW 2000
 - ☐ Certificate IELTS Upper Intermediate (Feb-June 2020)
- Australian Learning Group, 4life College, Sydney, Australia (Jan 2019) Level 1, 333 Kent Street, Sydney NSW 2000
 - ☐ Diploma of Community Services Jan 2019- Dec 2019(1 year completed)
 - ☐ Work Placement- Group Home Ronald Ave, Narrabeena, Dee Why
 - ☐ Certificate of Membership with ACWA (AUSTRALIAN COMMUNITY WORKERS ASSOCIATION)- 18th of June 2019-2020
- Nurse Training Australia, 108/3 Railway Parade, Burwood, NSW 2134 Certificate 3 in Aged Care and Disability (August 2019)
Work placement- Group Homes Australia, Alameda Way, Warriewood 2102
- NDIS Worker Orientation Completion Certificate- Oct 2019 • Level 2 IVQ Diploma in Healthcare, City & Guilds, London. (Year 2013)
 - ☐ Developing own knowledge & practice in care setting – PASS
 - ☐ Rights, Responsibilities, and protection in care – PASS
 - ☐ Communicating with, and completing records for individuals in a care setting-PASS
 - ☐ Understanding Health & Safety practice in a care setting – PASS
- BSSR School of Paramedical Studies, Port-Louis, Mauritius (2010)
 - ☐ Certificate in Healthcare Assistance.
- National Productivity and Competitiveness Council, Mauritius, NPCC (August 2004)
 - ☐ Certificate of Computer Proficiency Programme
 - ☐ Basic skills for computer use
 - ☐ MS Word (Word Processing)
 - ☐ MS Excel (Spreadsheet)
 - ☐ MS PowerPoint (Slide Presentation) ☐ MS Access (Database Management)
 - ☐ Internet & Electronic mail
 - ☐ Computer Systems
 - ☐ IT & Society

PREVIOUS WORKING EXPERIENCE:

- MMS Ltd, Cyber Tower 1, Ebene, Mauritius, 2005-2007
 - ☐ Data Entry clerk; entering and updating data of customers in computer system.
- MTML Tower, Port-Louis, Mauritius, 2007-2009
 - ☐ Customer care Agent/Receptionist; welcoming & treating customers inquiries, follow-ups of customers complain, organizing meetings with stakeholders to market the company's products.
- La Clinique Du Nord, Tombeau-Bay, Mauritius (Jan 2010-Dec 2010) ☐ Trainee Nurse; basic Nursing care and practice. ☐ Assist medical practitioners in their daily duty.
- La Clinique Du Bon Pasteur, Rose-Hill, Mauritius
 - ☐ Healthcare Assistant, (Jan 2014- Jan 2019), Nursing duties, General Medical Ward, and ER.
- Sargent Pie PTY, 83 Roper Road, Colyton NSW 2760

- ☐ Casual Worker, Packing staff (March 2019- July 2019)
- Sunnyfield Disability Services, Allambie Heights NSW 2100
 - ☐ Packing staff, Casual Worker (Nov 2019- Dec 2019)
 - ☐ Care Live Smile (CLS), Bondi Junction NSW 2022. (Oct 2021-Jun 2022). Currently on extended leaves due to personal circumstances.
 - ☐ Disability Support Worker in Disability and Aged Care (Home Care Worker)

Languages spoken-

- ☐ Mauritian Creole – (1st language)
- ☐ French – fluent both written and spoken. (2nd language)
- ☐ English (Official language in Mauritius) – fluent both written and spoken. (3rd language)

Other skills:

- ☐ Computer literate, (MS)
- ☐ Good communication skills,
- ☐ Can work under pressure,
- ☐ Leadership skills,
- ☐ Team spirit,
- ☐ Proactive and quick learner.

Referees:

1. Dr. Francois Tadebois,
 Medical Director
 La Clinique Du Bon Pasteur Ltee Rose-Hill,
 Mauritius.
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3. Ms. M.L. Guillaume,
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4. Dr. Ganessen Chinien FCS (SA) General Surgeon
 MDRes (King's College London)
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5. Dr. Roland Donat M.D, C.E.S (France)
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5. Askin Ahmet

Human Resource/Health & Safety Manager

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6. Andrew Tan

Operations Manager

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7. Rinalyn Amamalin

Care Live Smile Recruitment Team (HR Team)

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A: Bondi Junction NSW 2022.

8. **Character check-**

Job Title: Operations Officer at Ability Consultants.

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