

# NIRJALA ADHIKARI

2140, Homebush, NSW

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## CAREER OBJECTIVES

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To obtain a position that is able to learn new skills and will help me expand my knowledge while allowing me to grow professionally. I possess a genuine passion for assisting with activities of daily living, ensuring a safe and supportive environment. A quick learner with a strong work ethic, I am eager to contribute to a healthcare team and grow as a dedicated Personal Care Assistant.

## SKILLS AND ABILITIES

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- Ability to work collaboratively with healthcare professionals and team members to provide quality care to seniors
- Strong knowledge of geriatric care and the needs of seniors
- Excellent communication skills, both verbal and written
- Compassionate and patient-focused approach to care
- Ability to maintain patient confidentiality and dignity
- Demonstrated ability to learn and adapt to new work environments quickly.
- Ability to work flexible hours and weekends or in term breaks.

## EXPERIENCE

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Certificate III in Individual Support (Ageing and Disability)

Dural House (Thompson Health Care)

February 06, 2024 - February 23, 2024

- Assist staff in carrying out patient care duties with daily activities, including dressing, bathing, and grooming
- Growth in the aspect of patience with residents

- Answering patients/visitor enquiries
- Utilize my problem-solving strength to be able to resolve unexpected problems
- Develop leadership skill to work as a team
- Responded promptly to call lights and assisted with patients need

Despite not having direct experience working in Aged Care, my recent education and training in patient care have prepared me for this role.

## **EDUCATION/QUALIFICATION**

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Bachelor of Information Technology  
Academy of Interactive Technology  
May 24, 2023 - Intake Date (International Student)

## **REFERENCES**

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Available upon request

Thank you for considering my application. I am eager to bring my healthcare education and training, as well as my passion for caring for seniors, to your team at the Aged Care facility. Please do not hesitate to contact me if you require any further information.

Sincerely,

Nirjala Adhikari

## COVER LETTER

To:  
Ralph Martinez  
The Hiring Manager  
Dural House (Thompson Health Care)  
Old Northern Road, Dural NSW

Dear Mr. Martinez,

I am writing to express my strong interest in the care worker position at your healthcare facility. With a genuine passion for providing compassionate care, I am excited about the opportunity to contribute to the well-being of patients under your estimated care.

As I completed my placements from your organization, I have gained a strong practical foundation in Certificate III in Individual Support and have developed skills that are transferable to a variety of settings. Throughout my time there, I have demonstrated my ability to learn quickly, adapt to new situations, and work well with others.

I understand that the position requires a candidate with experience, but I am confident that I can be a valuable asset to your organization as I have got the opportunity to learn about the behaviour of the residents and the working environment in the three weeks of my placements which could reduce the working challenges in the future.

Furthermore, I have gained the insight of my keen interest in healthcare education during my training. Being a nursing assistant is more than a job to me; it's a calling to support and comfort those in need. I bring a warm and empathetic approach to patient care, ensuring their comfort, dignity, and overall well-being.

Your nursing home has a fine reputation and it would be a privilege for me to contribute to its services, and I am confident that I can contribute positively to your team. I am eager to demonstrate my ability to learn and grow in the industry.

Thank you for considering my application. I look forward to hearing back from you at your earliest convenience and feel free to contact me at any time. I welcome the opportunity to meet and discuss the needs with me in detail.

Sincerely,  
Nirjala Adhikari