OG

OLIVIA GRAYSON 0414 893 915 livi600@icloud.com

SUMMARY

I am a highly motivated University student seeking the opportunity to further my experience in health care/nursing.

I have an outgoing, friendly, and caring personality, making me the perfect candidate for a role in nursing. I have a strong drive to succeed and can quickly identify and close knowledge gaps, offering value to any employer and team. I thrive when outside my comfort zone and am excited for the next opportunity to help me develop my skills and capabilities.

I am looking forward to new challenges in nursing and health care, and would like to have the opportunity to be interviewed for a position in your organisation.

EXPERIENCE

Thompson Aged Care - St Marys 15/04/2024 – 19/04/2024 Southern Cross Care – Thornton – 10/07/2023 – 14/07/2023 & 25/09/2023 – 29/09/2023

Whist completing my HSC I also completed Certificate III in Individual Support – Aged Care. As part of the course, I also completed 120 hours of work placement in aged care facilities. During my placements I gained valuable skills and capabilities including:

- Personal care to clients showering, personal hygiene/incontinence care, dressing, feeding, manual handling.
- Providing individualised support, tailoring my care and approach to suit each client and focus on their goals and interests.
- Supporting clients living with dementia ensured I focused on the safety and dignity of each client, whilst also providing support and understanding to family members.
- Documentation of client physical and emotional behaviours.
- Providing care to deceased clients bathing and dressing to prepare for family members.
- Support nursing staff and team members.

I thoroughly enjoyed working in each aged care facility. My time caring for clients cemented my decision that nursing was the right career choice for me.

WOOLWORTHS PENRITH PLAZA - 25 MAY 2024 TO PRESENT

My role at Woolworths has allowed me to build on my customer services skills, exposing me to a varied client base in a busy, fast paced environment. My duties include:

- Frontline customer services greeting and serving customers, register operation, cash handling.
- Online department packing orders for click and collect, ensuring accuracy and packing orders to meet customers satisfaction. Making decisions on correct substitutions for outof-stock items.
- Deli department adhering to OHSC and food safety standards, greeting and serving customers.
- Ensuring the store is neat and tidy, rectifying or reporting any hazards, assisting with any customer enquiries.

TOYMATE PENRITH PLAZA – 25 MAY TO PRESENT

Toymate provide me with my first opportunity in the workforce. In my time there I have gained valuable skills and capabilities including:

- Customer service register operation, including sales and returns; greeting customers.
- Merchandising price allocation, scanning and entering products into the system
- Night fill after hours stock filling, 'box dropping' stock to relevant store locations and stacking shelves.
- Recovery ensuring the store is neat and tidy and relocating any dumped stock.

Objective

I am a dedicated hard worker who thrives on going above and beyond.

I have a commitment to making improvements and actively involve myself with opportunities.

I am looking for the opportunity to further my experience in the workforce and gain hands-on experience to support my studies.

Skills

- Excellent communication
- > Ability to inspire
- Ability to work under pressure
- Great organisation and planning skills
- Effective decision making
- Greeting clients warmly
- Efficient time management
- Self-motivation
- > Teamwork
- Adaptability & fast learning
- Punctual
- Accuracy
- Ability to understand and interpret

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EDUCATION

WESTERN SYDNEY UNIVERSITY – HAWKSBURY CAMPUS - CURRENT

BACHELOR OF NURSING

Subjects currently studying:

- Bioscience
- Primary health care in action
- Professional practice experience 1
- Profession practice experience 1 (practical)
- Becoming a professional nurse

GLENMORE PARK HIGH SCHOOL – GLENMORE PARK NSW

Subjects completed for HSC

- English
- Biology
- Investigative Science
- PDHPE
- Community and Family studies
- TAFE Certificate III in Individual Support

WESTERN SYDNEY INSTITUTE OF TAFE – KINGSWOOD NSW

Studied whilst completing my HSC – 2-year course

- Certificate III in Individual Support
- First Aid

AVAILABILITY

Monday – 2pm to 9pm Tuesday – 2pm to 9pm Wednesday – 2pm to 9pm Thursday – 1pm to anytime Friday to Sunday – anytime Available anytime in university holidays

REFERENCE

Raylene McCulloch Ph: 0438 544 307 Family friend

Theo Pambris Ph: 0427 802 432 Family Friend

Note: Referee for Woolworths can be provided upon request.