

SARASWATI AWALE



42/5-7 Exeter Road,
Homebush West 2140



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OBJECTIVE

Dedicated and compassionate aged care worker with a Certificate IV in Aged Care and 120 hours of practical placement experience. Seeking a position to provide high-quality care and support to elderly residents, utilizing strong interpersonal skills and a genuine passion for improving the quality of life for seniors. Seeking a position where I can contribute my skills in personal care, medication administration, and compassionate support.

EDUCATION AND QUALIFICATIONS

BACHELOR OF ACCOUNTING 2021-ONGOING

CROWN INSTITUTE OF HIGHER EDUCATION

116 PACIFIC HWY, NORTH SYDNEY, NSW 2060

HIGH SCHOOL +2 MAJOR IN HOTEL MANAGEMENT| 2021

WHITEHOUSE SECONDARY SCHOOL , NEPAL

GPA: 3.46(GRADE A)

BARISTA CERTIFICATE

CHIYA BAGAN, LALITPUR, NEPAL

CERTIFICATE IV IN AGED CARE WITH MEDICATION

AUSSIEGLOBE EDUCATION AND MIGRATION, 16/10 KING ST,
ROCKDALE, NSW

120 HOURS OF PRACTICAL PLACEMENT

EXPERIENCE

Cook/Solo Chef

Maybe Sammy, The Rocks

- Managed kitchen operations independently as a solo chef

Service Staff and Food Management

McDonald's, Cremorne

- Provided customer service and managed food packing

Kitchen Cook

Zera Foods, Alexandria

- Collaborated with team for takeaways, coffee making, and customer service
- Managed breakfast and lunch menu

COMMUNICATION AND SKILLS

- Strong customer interaction skills
- Experienced customer service representative
- Excellent hospitality
- Food hygiene and safety preparation
- Effective teamwork and cleanliness maintenance
- Extensive knowledge of food
- Proficient in cash handling and delivering quality service
- Certified Barista

AVAILIBILITIES

Tuesday to Sunday
(FOR AM SHIFT)

REFERENCES

[Available upon request.]

Commis Chef

The Emerald Room Sydney

- Managed larder, pass, hot side, pastry, and prep
- Handled deliveries, ordering, and kitchen operations
- Worked on dinner, à la carte, set menu, and high tea

Commis Chef

Dean and Nancy on 22

- Working in various kitchen sections including larder, pass, hot section, and prep for dinner and breakfast

Food service attendant

Beechwood aged care [Bolton Clarke/Allity]

- Working in kitchen and cafe for morning and evening shifts with good resident interaction and food knowledge on age care community

Aged care placement intern

RFBI Concord Community Village (01-07-2024 to 25-07-2024)

- Administered medications under the supervision of a registered nurse, ensuring correct dosages and timing.
- Assisted residents with activities of daily living, including personal hygiene, mobility, and meal assistance.
- Monitored residents for potential side effects of medications and reported any concerns to the nursing staff.
- Documented care provided and maintained accurate health records.
- Engaged with residents and their families to provide emotional support and information about care plans.