

# Lochana Paramsee Bandara H.M.

Tallawong, NSW 2762 | +61461498519 | emailparamsee@gmail.com

## Key Skills

- **Clinical Skills:** Eager to develop practical skills through hands-on clinical experience
- **Communication:** Proficient in English, Sinhalese, and moderate French
- **Compassion and empathy:** Committed to compassionate patient care and fostering positive relationships
- **Cultural sensitivity:** A strong understanding of diverse cultures and backgrounds
- **Teamwork:** An effective collaborator with healthcare professionals and patients
- **Organization & Time Management:** Highly organized, with exceptional time management skills
- **Adaptability:** Quickly adaptable to new environments, procedures, and technologies
- **Computer Skills:** Proficient in Microsoft Office Suite (Word, Excel, PowerPoint), and online research tools

## Professional Experience

### ASSISTANT IN NURSING | 11/2024 – Current

#### Bupa

- Competent in medication administration
- Deliver compassionate and person-centred care to residents, ensuring their comfort and well-being
- Assist residents with daily living activities, including hygiene, mobility, and meal support
- Provide support services to enhance residents' quality of life
- Support reception operations when required

### 1ST YEAR PLACEMENT | 09/2024 - 10/2024

#### Hawkesbury Living Aged Care

- Provided compassionate, person-centred care to aged residents
- Assisted with daily activities and patient mobility, adhering to safety and infection control protocols
- Developed foundational skills in clinical assessment, documentation, and patient communication under supervision
- Collaborated with nursing team members to support residents' physical, emotional, and social well-being
- Encourage and support residents to participate in recreational and leisure activities

### ADMINISTRATION AND CUSTOMER SERVICES | 02/2024 – Current

#### Lush Holdings International Pty Ltd

- Provides comprehensive administrative support to the manager, including calendar management and general tasks
- Organises and schedules customer appointments and inquiries
- Manages diary and assists with manager's admin tasks
- Handling customer bookings, payments, and other inquiries

## Education

- **Western Sydney University - Bachelor of Nursing**  
03/2024 - Current
- **ACBT - Australian College of Business And Technology - Foundation of Health Science**  
07/2022 – 10/2023  
— **Passed All Subjects with Higher Distinction**

## Certifications

- First Aid Certification - Australia wide first aid
- Working With Children Check
- NDIS Screening Check

## Volunteer Experience

- **HelpAge Sri Lanka:** Contributed to social service initiatives focused on improving the well-being of elderly individuals.
- **District Health Department Kandy:** Volunteered in programs to protect child rights and ensure child safety.

## Other Qualifications & Achievements

### Western Sydney University

- **Awarded the top undergraduate scholarship** for international students.

### Springfield College

- **Assistant Librarian:** Supported library operations by assisting with cataloguing and book borrowing procedures.
- **Volunteer Tutor:** Provided academic support to middle school students in English and Mathematics, fostering a positive learning environment.
- **Leadership Roles:** Held positions demonstrating initiative and responsibility, including Prefect, House Vice Captain, and Member of The All-Island Dancing Troupe.

## References

References available upon request