

ROANNE TUMPAO

roannetumpao@gmail.com | 0404579396 | 107-115 Pacific Highway Hornsby, NSW 2074

Professional Summary

Driven and compassionate individual with experience in providing physical, emotional and social support to elderly in a dementia group home setting. Dedicated to helping improve the quality of life and wellbeing of residents while respecting their rights, independence and dignity.

Skills and abilities

Personal assistance
Customer service
Thorough and pay attention to details
Ability to accept criticism
Building positive rapport

Sensitive and understanding
Caring attitude
Can work well under pressure
First-Aid and Manual Handling Knowledge
Medication Administration

Work Experience

Homemaker | Group Homes Australia – Crows Nest (Turramurra House) | 08/2022 – Current

- Supporting and meeting our residents daily living activities such as bathing, dressing, and meal preparation
- Understand our residents and support them to participate in meaningful and purposeful engagement.
- Support and encourage our residents to be as independent as they can
- Cooking with or for residents, engaging them in the kitchen
- Support the daily running of the home
- Doing the washing with or for residents, encouraging their participation in aspects of washing/folding
- Go on outings with residents, supporting them to engage in their community (bus trips, movies, coffee shop, picnic)
- Working to make the home, "Look like a home, Smell like a home, Feel like a home"
- Medication administration, monitoring and documenting vital signs and any changes
- Documenting the residents daily activities

Machine Operator and Packer | Ace Packwell Pty Ltd - Belrose | 08/2019 - 05/2023

- Prepared machine for production processes by equipping with required tools and parts.
- Documented daily production data and submitted accurate time logs to keep management up-to-date.
- Organized pallets and secured materials with plastic wrap to prepare for movement to skids.
- Sorted and packaged products to prepare for processing or shipment.
- Kept facility in compliance with established HSE requirements.
- Preserved safe and clean work environment by keeping shelves, pallet area and workstations neat.

General Services Officer | Opal HealthCare - Winston Hills, NSW | 10/2021 - 09/2022

- Interacted with residents, completed transactions and maintained work areas according to relevant professional standards and codes
- Employed deep-cleaning techniques for areas in need of additional sanitation.
- Maintained and organized cleaning supplies stock.
- Vacuumed floors and dusted furniture to maintain organized, professional appearance.
- Cleaned building floors by sweeping, mopping and scrubbing.
- Used appropriate personal protective equipment and supplies when handling hazardous waste or chemicals.
- Moved beds, sofas and small furniture to wipe down baseboards and remove dust and dirt from hard-to-reach areas.
- Interacted pleasantly with residents, guests, and other team members when performing daily duties.
- Requested maintenance orders to fix non-working equipment and address room damage.
- Adhered to daily cleaning schedules and updated as needed based on demand.

Education and Training

- Certificate III in Individual Support and Disability
Nurse Training Australia | Burwood, NSW | 06/2023
- CPR and First Aid Competency
Nurse Training Australia | Burwood, NSW | 06/2023
- Manual Handling Certificate
Nurse Training Australia | Burwood, NSW | 06/2023
- Diploma in Leadership and Management
Australian Training and Qualification College | Bankstown, NSW | 06/2020
- Fire Safety and Evacuation Training
Group Homes Australia | Charles House | 09/2023

Reference

Eunice Janie Villegas
House Supervisor – Grouphomes Australia
0452540528

Swetzel Joy Taayan
Homemaker/Assitant Supervisor – Grouphomes Australia
0433856541

Cherry Leah Ecce
Assistant in Nursing – Opal Health Care
0404579178