



CLARITA CLARK
3382 Old Northern Road
GLENORIE NSW 2157
M: 0450 760 038
AGE: 31 YEARS
claritastudy@gmail.com

TO WHOM IT MAY CONCERN

Dear Sir/Madam

RE: EMPLOYMENT OPPORTUNITY – CLARITA CLARK
Full time/Part time Position – AIN Assistant in Nursing
Emergency Response Assistant (ERA)

Thank you for the opportunity to submit my Resume, which is attached for your consideration. I am very interested in a full time or part time position and believe I can contribute to your team. It would be a great opportunity to be involved in all facets of working in AIN duties and associated nursing and patient care fields.

My experience includes assisting in nursing work in acute care, working with children, administering first aid, working in triage wound management, immunizations, chronic disease management, and provision of various artwork associated activities, as a part of the supportive and communicative nursing, and aged care roles. I am highly compassionate and find a real sense of achievement in helping those in need. I am honest, reliable and have an empathetic disposition.

I am available from Monday to Friday and can start immediately.

Sincerely



Clarita Clark

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CLARITA CLARK

OBJECTIVE & AVAILABILITY

I am seeking a full or part time employment opportunity. I can start immediately, with flexible hours Monday to Friday.

SKILLS & ABILITIES

I am fit, well groomed, friendly, very compassionate, willing to learn, by being part of a team in a progressive working environment and am passionate about community health and wellbeing.

My education includes:

- Bachelor of Psychology Science – Adventist University of the Philippines (AUP) – (specialized studies in developmental and social psychology, cognition, personality objectives and capacity)
- Cert III Tutoring TESOL (English language Course) to foreign student groups in the Philippines.
- Cert III Tutoring TESOL (English language Course) to children one on one in individual families
- Business Industrial Psychology Statistics – Open University of Australia
- Cert III Assistant Nurse in Acute Care – WSI TAFE
- Cert III Health Services Assistant – NSW TAFE
- First Aid Certificate
- Police Check
- Up to date vaccination certificates

WORK EXPERIENCE

NIRANA PENNANT HILLS

Emergency Response Assistant

Dealing with elderly and ill patients in a compassionate and care giving situation, and providing ERA (Emergency Response Assistance) care and supervision.

LUTANDA PENNANT HILLS

Emergency Response Assistant/Nursing Assistant

Duties included triage, managing of chronic disease patients, preventative screening procedures, patient advocacy, maintenance of clinical equipment, storage and supply control, and providing ERA & AIN care and supervision.

HOSPITAL FOR SPECIALIST SURGERY, BAULKHAM HILLS

Provision of emergency care and supervision to patients on a case by case basis. This included fostering a supportive environment where patients learn to transition from an independent living to in-care support due to age, ill health, anxiety, depression or accident. Duties included mostly patient/client support and emergency response management.

THE PERSONAL TOUCH AUSTRALIA

Working with clients to identify event requirements

724 CARE INC. PHILIPPINES

Training staff on centre procedures and communication skills. It involved student interaction and procedural training.

SCHOOL EDUCATION

HIGH SCHOOL PAPUA NEW GUINEA

I completed High School in PNG prior to relocating to Australia.

PRIMARY SCHOOL PAPUA NEW GUINES HILL

I completed Primary School in PNG.

COMMUNICATION

I am a team player, communicate well, am willing to learn and undertake training to contribute as needed.

HOBBIES

Art, reading, researching and swimming.

REFERENCES

ELLE BOURNE - BOURNE GROUP

Character Reference

9317.3588

MRS SHERYL HOOKHAM (LLB, GDLP)

White House Glenorie

0400 223 203