

## Shivani Karki

Gregory Hills | +61 0451 560 183 | shivanikarki456@gmail.com

### Professional Profile

---

Dedicated and compassionate professional with a strong foundation in social work and a commitment to providing exceptional care and support in aged care settings. Experienced in fostering meaningful relationships and creating safe, inclusive environments for individuals with diverse needs. Recently graduated in project management, offering excellent organizational, communication, and teamwork skills. Passionate about empowering seniors and enhancing their quality of life through empathetic and attentive care. Committed to delivering service with integrity, respect, and professionalism.

### Key Skills Summary

---

- |                                   |                           |
|-----------------------------------|---------------------------|
| • Teamwork and Collaboration      | • Conflict Resolution     |
| • Dedicated and Strong Work Ethic | • Positive Attitude       |
| • Attention to Detail             | • Good Communication      |
| • Stress Management               | • Punctual and Dependable |
| • Multitasking Abilities          | • Flexible Schedule       |
| • Fast learner                    | • Time Management         |
| • Physical Stamina                |                           |

### Education

---

**Bachelor of Social Work**

**July 2022**

*Kathmandu University, Nepal*

**Masters in Global Project Management (Advanced)**

**December 2024**

*Torrens University, Sydney*

### Certificates

---

SWC3430C31S **Certificate III in Individual Support (Ageing)**

SWC3431DS **Certificate III in Individual Support (Disability)**

MOHA11883 **Provide First Aid**

MOHA11881 **Provide cardiopulmonary resuscitation**

## Experience

---

### St. Basil's Kogarah

July 2023

120 hours mandatory placement

- Assisting residents with their meals, and activities of daily living.
- Informing the nurse in charge of any abnormalities in the residents
- Effectively communicate with residents and their families
- Ensuring that resident's environment is safe
- Providing residents with emotional and psychological support
- Demonstrating the philosophy of personal-centered support as per the care plan
- Co-ordinating with the family, and internal and external stakeholders as per resident's needs

### Narconon Nepal

June 2020- July 2021

*Alcohol and Drug Rehabilitation Centre*

- Enhanced working relationships by participating in team-building activities.
- Handled residents' concerns and escalated major issues to the supervisor.
- Managed complaints with calm, clear communication and problem-solving.
- Identified issues, analyzed information, and provided solutions to problems.
- Talked with family members when patients were unable to advocate for themselves.
- Counselling individuals struggling with mental health conditions.
- Observed human behavior to assess people's character.

### Sahara Care Centre

June 2018- March 2019

*Aged care home*

- Maintained clean, safe working environments to eliminate accident risks
- Prepared a range of written communications, documents, and reports
- Collaborated with team members to achieve target results
- Capable of providing emotional support and companionship to elderly individuals
- Demonstrates effective communication with elderly residents, their families, and interdisciplinary team members
- Managed complaints with calm, clear communication and problem-solving

**References available upon request.**

**Unrestricted Working Rights.**