

# ARBINA MAHARJAN

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## NURSING PROFESIONAL

Implementing nursing skills and building strategies to exceed expectation of employer. Self-starter, hardworking and ambitious to contribute in the field of helping people and being of help in any way possible to spread kindness and love.

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## PROFESSIONAL SUMMARY

Working as a Care staff Employee (Assistant in Nursing) in Aurrum Aged Care, Kincumber and worked in the same field in Southern Cross Care- Thornton Park Retirement Village, Penrith, NSW, completed **studying and work placement as a Certificate IV (Ageing)** caring elder and disable people with proper documentations.

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## KEY AREAS OF ABILITY

- Analysis, strategy development and delivery from identified needs
- Traditional care and commitment to organizational targets
- Communication nucleus with depth of cultural awareness
- Rapport and relationship management with lasting focus
- Enthusiastic, knowledge-hungry learner and committed to excellence in my work
- Highly motivated self-starter who takes initiative with minimal supervision
- Conscientious go-getter who is highly organized, dedicated, and committed to professionalism
- Resourceful team player who excels at building relationships with customers and colleagues
- Productive employee with solid work ethic who exerts optimal effort in successfully completing tasks

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## EDUCATION

**Central Queensland University**, Sydney, NSW

**Master of Information Technology**, Information Technology, 07/2020

- Recipient of International Student Scholarship for Tuition Fees (CC54 - Master of Information Technology) scholarship

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## TRAININGS

- Manual Handling
- Infection Control and Hand Hygiene
- Dementia Handling
- Elder Abuse Training
- WHS Training
- Cultural Diversities Training
- Incident/Accident/Hazard Management Training
- Contenance Management and Assessment

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## CERTIFICATION

CERTIFICATE IV IN AGEING SUPPORT  
WORKING WITH CHILDREN CHECK  
NDIS – POSITIVE BEHAVIOURS SUPPORT  
NDIS – REPORTABLE INCIDENT PRESENTATION  
NATIONAL POLICE CERTIFICATE  
DRIVER LICENCE

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## PROFESSIONAL EXPERIENCE

### **Assistant in Nursing (Care Staff Employee)**

#### **Aurrum Aged Care**

**Dec 2021-Present**

Kincumber NSW 2051

#### **Thornton Park Residential Care (Southern Cross Care) Nov 2020- Dec 2021**

72-78 Empire Cct, Penrith NSW 2750

- To establish rapport with families, staff and volunteers and facilitates communication in-between
- To protect the rights of residents and ensure that care provided maintains resident's dignity and privacy
- To respect the confidentiality of residents as well as other team members
- To have an understanding of the internal/external complaints mechanism
- To have an understanding and commitment to Continuous Quality Improvement
- To attend the personal needs of the resident including all activities of daily living, social emotional support in accordance with the care plan
- To provide opportunities for residents to participate in meaningful activities

- To support resident's choice/decision making
- To provide domestic services in the residential facility including food handling, laundry, cleaning and other tasks as instructed by the Care Leader / Registered Nurse
- To report and document any changes in resident's health and well-being
- To maintain hygiene/safety practices in accompanying caring tasks
- To demonstrate an ability to complete appropriate Incident/Hazard Reports
- To have awareness of practices and maintains a safe environment including Fire Safety, Evacuation, and Emergency Procedures
- To maintain the workplace equipment and environment
- To recognize health and environmental hazards and reports damages, faults and problems, using appropriate incident reporting
- To fulfill duties as allocated and prepared to alter routines to meet the changing needs of the residents
- To work cooperatively as a team member and supports new and less experienced staff
- To maintain appropriate hand-washing techniques
- To follow correct Manual Handling Procedures

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#### **KEY RESPONSIBILITIES AS AN AIN**

- To maintain WH&S standards
- To provide training and support to the new staffs
- To maintain proper chemical handling procedures
- To maintain proper cleaning and hygiene standards

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#### **ACHIEVEMENTS**

- Highly appreciated for my hard work and efforts wherever I had worked
- Highly appreciated at my work placement for my quick learning attributes
- Highly appreciated by the management and the clients for my contributions and support

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#### **INTEREST**

- Working for the community and society
- Aged care, disability care and child care
- Basic computers with administration roles

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## REFERENCES

### **Santosh Pathak**

Global Educational Institute (GEI COLLEGE)

Trainer & Assessor

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### **Raj Tiwari**

Catering Industries (Thornton Park Residential Aged Care Penrith Branch)

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Chef Manager

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### **Richal Ghimire**

Thornton Park Residential Care (Southern Cross Care)

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