

# Paula Angela R. Ilagan

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## SUMMARY

Dedicated disability support worker who enjoys providing support and assistance to individuals and groups with disabilities living within their community or assisted living center. Able to represent the company or agency of employment with professionalism, courtesy, and compassion to clients, families, advocates, providers and the public. Proficient in the use of common implements, devices and tools for disabled daily living.

## SKILLS

- Strong Communication Skills
- Problem-solving
- Reliability
- Adaptability
- Customer Service
- CPR/First Aid
- Teamwork
- Time Management
- Empathy and Patience
- Fast Learner

## EXPERIENCE

### **Christian Brethren Community Services** – *Assistant in Nursing*

1a Mills Road, Glenhaven, NSW, 2156

November 1, 2023 – PRESENT

- Reviewing care plans before handling clients.
- Assist facility staff with assigned tasks and responsibilities.
- Assists residents in their daily living such as toileting, eating, showering and repositioning etc.
- Answers call lights without delay and responds to requests or relays information in a timely manner.
- Ensuring clients have access to sufficient water, especially during hot days and reminding them to take their medications on time.
- Updating the residents progress notes and monitoring everyday.
- Make rounds to check the status of residents and report needs or changes in condition to the registered nurse.
- Obtain vital signs timely as ordered by registered nurses and document them in Manad.
- Administering medication to the residents using BESTMED.

### **Nursing Experts Services PTY LTD** – *Admin and Disability Support Worker (Work Placement)*

4/18 Meeks Street, Kingsford

September 2023 – October 2023

- Reviewing care plans before handling clients.

- Assisting clients with tasks of daily living including cooking, cleaning, appointment attendance etc.
- Obtain vital signs timely as ordered by our clinical officer and document them.
- Ensuring clients have access to sufficient water, especially during hot days and reminding them to take their medications on time.
- Updating the client's progress notes everyday.

## EDUCATION

### **Key 2 Learning** – *Diploma in Nursing,*

October 2024 – April 2026, 49 Phillip Ave, Watson ACT 2602

### **Reach Community College** – *Certificate III in Individual Support,*

August 2023 – August 2024, Level 2/8 Quay St, Haymarket, NSW 2000

### **PATTS College of Aeronautics** – *Bachelor in Science of Tourism Management*

June 2018 – August 2022, Paranaque, Philippines

## AWARDS AND CERTIFICATES

- Certificate III in Individual Support - July 31, 2024 | Reach Community College
- First Aid Certificate - August 21, 2024 | Reach Community College
- Flight Attendant Training (First Aid) - February 2022 | PTC Aviation Training Center

## CHARACTER REFERENCE:

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|---|---|
| <ul style="list-style-type: none"> <li>• <b>Aryza Jearen Yanson</b><br/>Registered Nurse<br/>Christian Brethren Community Services- Carinya House<br/>Aged Care Facility<br/>0421651434<br/><a href="mailto:aryza_jearen03@yahoo.com">aryza_jearen03@yahoo.com</a></li> </ul> | <ul style="list-style-type: none"> <li>• <b>Allyana Lapiz</b><br/>Carer<br/>Christian Brethren Community Services- Carinya House<br/>0410695260<br/><a href="mailto:ally.lapiz26@gmail.com">ally.lapiz26@gmail.com</a></li> </ul> |
| <ul style="list-style-type: none"> <li>• <b>Joan Rita Angue</b><br/>Registered Nurse, IPC<br/>Christian Brethren Community Services- Carinya House<br/>0414556816<br/><a href="mailto:jrsa1625@yahoo.com">jrsa1625@yahoo.com</a></li> </ul>                                   |   |