

SONIYA GURUNG

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Summary: Highly dedicated to person-centred care with an academic and a professional background in healthcare. Well-grounded, compassionate, and respectful with exposure to various cultural backgrounds. Ability to adapt well to changing environments. Strives for personal and professional growth, and contribute my best to my job.

Experiences:

- **March 2023-present (Part-time): Dental Assistant and Receptionist**, Village Dental Clinic, Campsie
 - ✚ Assisting dentist, Sterilising instruments, Maintaining Infection Control Standards, Scheduling appointments, Recalling patients, Providing reception service to patients, Documenting patient-related information
- **Jan 2023-present (Part-time): Sales Assistant**, Bakers Delight, Casula
 - ✚ Customer service, Merchandising, Handling cash, Making sales report, Maintaining general cleanliness and hygiene
- **March-May 2021:**
 - ✚ Internship/Practicum as part of MPH curriculum at Child Health and Immunisation Services section, DoHS, MoHP, Kathmandu, Nepal
- **2016-2019: Dental Surgeon**, Perfect Dental Care Center, Pokhara, Nepal
 - ✚ Developed treatment plans, Provided curative services to patients suffering from oral and dental diseases, Provided health education on maintaining Oral Hygiene and on preventable Oral diseases
- **2015-2016: Dental Intern**, BPKIHS Dharan and peripheral district hospitals

Academic Qualifications:

- Currently pursuing **Diploma of Business**, Choice Academic College, Parramatta, Australia (2023-present)
- **MPH**, Institute of Medicine, Kathmandu, Nepal, 2021
- **BDS**, B. P. Koirala Institute of Health Sciences, Dharan, Nepal, 2016
- High School: Army School, Binnaguri Cantonment, West Bengal, India

Certifications:

- **Certificate IV** in Ageing Support, Global Education Institute/GEI College, Campsie, NSW, Australia

Trainings:

- Manual handling
- Infection control and Hand hygiene
- WHS Training
- Cultural Diversities Training

Skills:

- Computer: Basic level
- Language: English, Nepali, Hindi
- Soft skills:
 - ✚ Teamwork
 - ✚ Work ethic
 - ✚ Adaptability
 - ✚ Reliable
 - ✚ Attention to detail

Availability:

- All days flexible (preferably evening/night)

Reference:

- Santosh Pathak, info@globaleduins.com.au, 0282830401/0420688574, Trainer
- Camy Gurung, Manager, Bakers Delight Casula Mall, 0424306223