

## **Resume**

Sabina Gurung  
1003 Network Place  
North Ryde, NSW, 2113

### **Career Objectives**

To pursue a career in a challenging and responsible position where I can contribute towards organization's vision and become its integral part by acquiring knowledge, expertise and familiarity with the organizations culture alongside develop and enhance my skills yet further contributing to the successful growth of the organization.

### **Employment History**

#### **Assistant in Nursing (October 2020-present), Hammond Care, Darlinghurst, Sydney, NSW**

##### **Responsibilities:**

- To assist in the provision of basic nursing care, working within a plan if care under the direct or indirect.
- Assisting with vital signs and blood sugar levels, reporting all patient-relevant observations as required to the appropriate department in charge.
- Maintain standard precautions according to the policy.
- Assist with the admission and discharge of patients under the direction of the head in charge.
- Assisting with moving, positioning and transferring of patients.
- Promote and maintain clean, comfortable, and safe environments for patients, staff and visitors.
  - Ensured that occupational Health and Safety guidelines were met to ensure safe workplaces.
  - Performed work in a legal and ethical framework, which supports the rights and interests of patients.

Assistant in nursing (27/10/2021), Montefiore Hunter Hill,  
NSW

#### **Dental hygienist (October 2013-August 2019), Om Samaj Dental Hospital, Chabahil, Kathmandu, Nepal.**

##### **Responsibilities:**

- Scaling and polishing the teeth.
- Educating and instructions the patients about Oral hygiene.
- Ensured that all blood spills are immediately cleaned with appropriate disinfectant.
- Ensured that care plans, Infection prevention, ultrasonic machines to be maintained and accurate for daily routine.

- Documented patient appointment date for next visit
- Answering all the patient enquiry via phone, e-mail, and person to person.

**Education:**

- Certificate in Dental Science (Dental hygienist) Kantipur School in Dentistry Bashundhara Kathmandu Nepal.
- Diploma in Community Service- Acknowledge Education, Sydney (January 2020-present)

**Training:**

**Assistant in Nursing- Australian Education and Training Institute**

**Software Competencies**

- Knowledge of MS-word, Excel, and PowerPoint

**Personal Strength**

- Strong verbal and written communication skills  
Comprehensive problem-solving abilities
- Strictly follow the policy and principles set up by the organization.
- Able to work under pressure.
- Can do attitude.

**Reference:** Request upon on

