

## **RESUME**

**MISS JAMUNA POKHAREL**

2 CYMBELINE STREET, ROSEMEADOW

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### **Career Objectives**

Seeking to secure myself with a reputable company that I can dedicate my skills and experience to. I am enthusiastic, dedicated and punctual as well as capable of leading a team and supervision.

### **Academic Qualification:**

#### **Certificate III in Aged Care**

Australian Education And Training Institute (AETI), Kogarah

#### **Certificate in First Aid**

Australian Education And Training Institute (AETI), Kogarah

**Master in population studies**, Tribhuvan University, Kirtipur, Nepal

#### **Bachelor in population and sociology**

Padma Kanya Campus, Bagbazaar, Kathmandu, Nepal

### **Employment History**

- Aged care worker at Frank Vickery Village, Sylvania from July 2017 - Jan 2022  
Phone: [0295226947](tel:0295226947)
- Worked as Process Worker at Pie Face Pty. Ltd. Camellia
- Worked as a Social Mobiliser at Centre for Information Concerning Social Awareness, Inaruwa, Nepal

### **EXPERIENCE AND TRAINING**

Manual handling training,

Age Care Nursing training, **Macquarie Lodge Aged Care Home, Arncliffe**. CPR, First Aid Training, **Australian Education and Training Institute (AETI), Kogarah**

### **Duties and Responsibilities:**

- Well organised with Team members.
- Great knowledge and trained manual handling
- Knowledge of dietary products and residential care
- Works as a hands on team member
- Extensive knowledge of Cleaning equipment and Procedure

### **Highlights:**

- Care-plan adherence
- Safety-conscious
- Scheduling
- Housekeeping
- Light physical activity encouragement
- Friendly and outgoing
- Resourceful

### **Skills Summary**

Non-Technical Skills: Self Motivated, Leadership, Calm, Enthusiastic, Team Player, Flexible. Computer Skills and technical skills

### **Languages**

Fluent English, Nepali

### **Reference:**

Rojina Adhikari

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St. George Private Hospital, Kogarah, Registered Nurse

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Frank Vickery Village, Sylvania, Registered Nurse