

RESUME

MISS JAMUNA POKHREL

8/21-27 GARFIELD STREET, CARLTON, 2218

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pokhrel.jam@gmail.com

Career Objectives

Seeking to secure myself with a reputable company that I can dedicate my skills and experienced to. I am an 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

Intermediate Level (10+2) in Health Science

Padma Kanya Campus, Bagbazaar, Kathmandu, Nepal

School Leaving Certificate (SLC)

Bhagawati secondary school, Inaruwa, Nepal

Employment History

Worked as Process Worker at Pie Face Pty. Ltd. Camellia

Worked as a Social Mobiliser at Centre for Information Concerning Social Awareness, Inaruwa, Nepal in the year

EXPERIENCED 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 Organize with Team members.
- well knowledge and trained manual handling
- Well Knowledge of dietary product and residential care.
- Work as a hands on team member
- Well knowledge of Cleaning equipment and Procedure

Demonstrated skills:

- Enthusiastic and qualified person
- Sincere about the work and ready to accept any challenges.
- Good co-ordination skill and able to work in multispectral team environment.
- Ability to work under pressure and capable to undertake duties in difficult situation.

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:

Sudarshan Adhikari
Phone: [0404852393](tel:0404852393)
M N J Chickens, Cook, Store Manager

Sujan koirala
Phone: [0405844311](tel:0405844311)
Opal Aged Care, Catering, General Services

Rojina Adhikari
Phone: [0432185535](tel:0432185535)
KAREENA Private Hospital, Caringbah, Registered Nurse

Saroo Saahi
Phone: [0451106906](tel:0451106906)
Frank Vickery village, Sylvania, AIN

Character Reference:

Sudarshan Adhikari
Phone: [0404852393](tel:0404852393)
Position/ Organisation: M N J Chickens, Marrickville, Cook/ Store Manager

