

PROFILE

I'm an enthusiastic, self-motivated, reliable compassionate person. I'm adaptable to all challenging situations.

My greatest strength is building relationships with clients and families. I enjoy meeting people and listening to ensure care.

I have worked in the age care and disability for 15 yrs and has been challenging but enjoy the results that I achieve.

CONTACT

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HOBBIES

Walk on the beach
Camping
Family time
movies

VICKIE SILJANOVSKI

WORK EXPERIENCE

Nursing group - Care coordinator/ Rostering

Feb 23 –current

- Recruiting staff/ training
- Receiving referrals new clients, following thru with assessments of client care needs
- Liaising with stakeholders to provide and confirm services.
- Managing all rostering tasks, including generating / scheduling services, filling shifts when required
- Ensure services are delivered at a high level of holistic, person Centre care.
- Identify areas of risk, health, and wellbeing.
- Maintain client expectations by providing timely response to all enquiries.
- Building a relationship with internal and external stakeholders.
- Ongoing client assessments develop and review of care plans.
- Motivate and mentor and manage team of supports.

Bridges Alliance - Service coordinator

Dec 21–JJan23

- Receiving referrals and creating profile based on assessments.
- Liaising with stakeholders
- Meet and greet clients and families.
- Monitoring and improving the safety of work area by identifying hazards and making recommendations in resolving safety issues.
- Responsible for purchases in House care, Petty cash, Maintenance
- Motivate and mentor and manage team supports.
- Liaising with stakeholders
- Managing a team of staff
- Recruiting / Training
- Building a relationship with clients and families

Carrington care Ain /Team Leader

Oct 2017–Nov 21

- Assisting with personnel care
- Mobility and communication
- Supporting dementia and behavioral clients, managing and supervising staff problems
- Adminstrating medication from webster packs
- Insulin and bsl's
- Wound care
- S8 drugs
- Managing and supervising staff
- Responsible for deciding how to approach task and develop a plan to accomplish them.
- Structuring tasks and assigning to staff
- Daily notes / Handover
- Time management
- Training staff

Bankstown city age care -Ain/Team Leader

Nov 07-Nov 21

- Assisting with personnel care
- Mobility and communication
- Supporting dementia and behavioral clients, managing and supervising staff problems
- Adminstrating medication from webster packs
- Insulin and bsl's
- Wound care
- S8 drugs
- Hospital transfers
- Supporting Doctors on visits
- Following thru prescriptions with the pharmacy
- Communication with staff and managements
- Structuring tasks and assignments to staff

Education

- Cert 1V Aging support
- Chccs305c Medication assistance
- First Aid
- Manual Handling
- Cert 1V Pharmacy
- Understanding NDIS

KEY SKILLS

- Leadership
- Active listening
- Multitasking abilities
- Emotional Maturity
- Critical thinking
- Time management
- Team player

References upon request