

## John Smith

[John.smith@smith.com](mailto:John.smith@smith.com)

| 0400 000 000

| Dandenong, VIC

### Qualifications

#### **Certificate III in Individual Support**

InterCare Training

June 2016 – December 2016

#### **Manual Handling Certificate**

**Applied First Aid**

**CPR**

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### Experience

#### **InterCare Aged Care Facility**

Keysborough, Victoria

December 2016 – Current

- **Assisting in ADL's**
- **Transferring residents**
- **Encouraging daily activities**
- **Assisting in personal care (showering, toileting, grooming ect)**
- **Documentation in residents care plans**

#### **InterCare Home and Community Care Agency**

Keysborough, Victoria

January 2016 – June 2016

- **Assisting clients in their residences**
- **General household cleaning**
- **Transferring residents off site to appointments**

- **Organising of clients specialist appointments**

## **InterCare Kitchen Hand**

Keysborough, Victoria

January 2015 – January 2016

- **Meal preparation for clients**
- **General cleaning of dishes and equipment**
- **Liaising with staff members regarding residents meals**

### **Skills**

- **Excellent communication both written and verbal**
  - **Good listener**
  - **Ability to multitask**
  - **Team player**
  - **Compassionate**
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### **References**

**John Smith**

**0400 000 000**

**General Manager – InterCare Aged Care Facility**

**Jenny Smith**

**0400 000 000**

**RN – InterCare Aged Care Facility**