**OBJECTIVE:** Seeking employment as a Community Support Worker where I will utilize my empathetic and good judgment skills in supporting individuals with disabilities in achieving their full potential.

**HIGHLIGHTS OF RELEVANT SKILLS:**

* Over 2 years of experience working with individuals with special needs in a group home setting.
* Over 15 years of experience working with children with special needs in a classroom setting.
* Caring, compassionate, smart, and committed to helping vulnerable individuals.
* Highly skilled in providing support to people in need in a nonjudgmental manner.
* Possess strong problem-solving skills that include excellent attention to detail, behavioral support skills, and good coaching skills.
* Excellent communication and interpersonal abilities; will build trusting professional relationships.
* Skilled in dealing with challenging behaviors.
* Outstanding organizational and time management skills and able to perform multiple duties simultaneously.
* Dependable team player; open to constructive criticism from team members.
* Adheres to established company policies and procedures to promote a safe and efficient workplace.

**Child Care-Giver (Private) (Child Care giver for 2 children (4 year old and 8 year old) in Edmonton, Alberta, January 2019-Current.**

* Assisting these children with personal hygiene such as bathing, teeth brushing, dressing up, and keeping their rooms clean.
* Assisting with household chores such as laundry, folding clothes, grocery shopping, and cooking.
* Dropping off these children to bus stops and picking them up after school and prioritized safety.
* Engaging these children in the community by accompanying them to playgrounds (indoor) and ensuring their safety always.
* Documenting all activities accomplished during the day in an appropriate manner.

**Personal Support Worker (Private): (Support Worker for an Elderly Lady with Special Needs in Toronto, July 2018-December 2018).**

* Assisted this individual with personal care; feeding, personal hygiene and bathing.
* Ensured the needs of this individual were met by assisting with chores like grocery shopping, cooking and laundry.
* Ensured proper communication with the family of the individual I supported.
* Engaged the individual I supported in the community by accompanying the individual to recreational activities.
* Administered medication in a judicious manner.
* Completed documentation in a timely and concise manner.

**Community Support Worker**

**Independent Advocacy Inc, Edmonton, Alberta. (June 2016-June 2018)**

* Supporting individuals with special needs in remaining active in their communities by connecting them to various recreational activities in the community.
* Ensuring the basic needs of the individuals I supported were met by assisting with household chores like grocery shopping, cooking, and laundry.
* Supporting individuals in setting and accomplishing goals by providing individuals with the resources needed in facilitating goal accomplishments.
* Played a strong role of an advocate for the individuals I supported within the community by speaking up for individuals in cases of discrimination and abuse.
* Ensured the safety and security of individuals by making sure they are properly dressed for the weather and remaining very vigilant when out in the community.
* Assisted in completing monthly reports to monitor individuals’ progress and identify areas needing improvement.
* Remained calm in emotionally challenging situations and utilized the least intrusive approaches in situations of physical aggression.
* Respected individuals’ confidentiality by disclosing only as much information as needed.
* Connecting individuals with their family members to encourage strong support systems for individuals.
* Facilitating easy transportation for individuals by booking DATS trips, cancelling when needed, and accompanying individuals on outings.
* Administering medication to individuals in a judicious manner.
* Completing documentation in a detailed and concise manner.

**Elementary School Teacher for Persons with Special Needs.**

**Government School Wokoko Buea, Cameroon (September 1999-June 2014)**

* Developed and prepared lesson plans to meet the educational needs of students.
* Differentiated activities and goals to meet each student’s individual needs and abilities.
* Utilized activities like music and games to help promote specific talents and improve students’ problem-solving, behavioral skills and fine motor skills.
* Helped to develop, prepare, and coordinate field trips for students and their families.
* Incorporated new ideas to create a more healthy and positive environment for the students.
* Coordinated conferences with guardians of students to review goals and areas of concern.
* Attended teaching seminars to upgrade my teaching methods.
* Completed all necessary documentation in an accurate and timely manner.

**EDUCATIONAL BACKGROUND**

**Some University Courses in Special Education**

University of Buea, Cameroon.

October 2013-April 2014)

**Teachers Grade 1 Certificate**

Government Teachers Training College, Buea, Cameroon

October 1999

**High School Diploma**

Summerset High School Molyko Buea, Cameroon

June 2008.

**VOLUNTEER SERVICES**

**Salvation Army Brampton-Toronto**

**Volunteer Sales Person (July 2018)**

* Assisted in sorting clothes into different categories and hanging clothes neatly on racks.
* Aided customers in finding products.
* Assisted in resolving customers’ complaints by reporting complaints to my manager.
* Demonstrated a polite and friendly approach towards customers.

**St. Charles Parish Molyko-Buea, Cameroon**

**(Volunteer Sunday School Teacher January 2010-January 2011)**

* Taught children about the bible focusing on the birth of Jesus and the need to respect their parents.
* Organized trips to other parishes to encourage socialization with children in other parishes
* Taught children catholic songs

**PROFESSIONAL DEVELOPMENT**

**Standard First Aid and CPR/AED Level C**

Toronto Red Cross

October 2018.

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Police Clearance (December 2018)

References provided upon request.