***Manpreet Kaur***

Nurse RN with 4+ years of student professional experience in providing holistic quality of care to wide variety of patients with no sense of discrimination. Possess a bachelor’s qualification in Nursing and currently studying post-graduation in same field with specialty of gerontology and palliative settings. Looking forward to leveraging all the skills that have learned after working in different areas.



**Personal Information:**

Address: 2859 37 a Avenue, NW, Edmonton, AB, T6T 1N3

Cell no. +1 5875664351

Email: kaurm278@mymacewan.ca

**Skills**

* Communication including reading and writing.
* Management and leadership
* Decision making
* Education and supervision
* Educator
* Leader and co-operative team member
* MS office
* Time management skills
* Ability to stand, walk, lift heavy items and work with other team members in a collaborative manner.
* Critical thinking to resolve issues.

**Professional profile** :

* I can work in various settings:In-homCentered-based, Community.
* I am willing to attend lots of training to increase my skills and to work hard as a team member with an excellent company.
* I will provide them clean and welcoming home and cook their favorite meals.
* I will provide optimal patient care and will recognize and share the emotions of patients.

**Languages:** Speaks English, Hindi and Punjabi fluently.

**Career Overview :**

**Community Support Worker (Volunteer):**

**January, 2019- April 2019 charitable Society Amritsar, Punjab, India.**

* Managed a caseload of six to nine families to help clients attain needed services and reach mental health goals.
* Monitored progress, intervened when necessary to teach alternative behaviours, communicated with therapists and outside agency personnel and attended treatment team meetings regularly.
* Completed progress notes and incident documentation, complied with agency policies

**Bhalla Hospital and Maternity Home, Nakodar, India: August, 2018 – December 2019 (Full time)**

**Nivaran Superspeciality Hospital, Bathinda, India: Feb. 2017 – July 2018 (Full time)**

**Staff Nurse:**

**-** Identify patient care requirements by establishing personal rapport with potential and actual patients and other persons in a position to understand care requirements.

* Resolve patient problems and needs by utilizing in multidisciplinary team strategies.
* Connecting with community for various purposes related to job.
* Administrative responsibilities related to the provision of emergency care of critical patient.
* Provide maternity ward nursing care to pregnant women in hospital.
* Establish a compassionate environment by providing emotional, psychological, and spiritual support to patients through effective communication.
* Delegating responsibilities to maternity and childcare on duty.
* Assisted behavior clients and aided them during mealtimes, in cooking and food preparation.
* Assisted clients with dementia under supervision.
* Also supported clients with special needs or patients with physical abilities such as autism, mental retardation, and helped them gain independence in their homes and communities.
* Assisted clients with dementia under supervision.
* Practice confidentiality and relationship building with seniors.

**Subway: July 2019 – Dec 2020 (Part time)**

* Working as a Subway Sandwich Artists
* Greeting guests, preparing food, ensuring sanitation standards, explaining menu items to guests, collecting payments, restocking supplies at the sandwich unit area, and doing basic paperwork duties.
* Collecting payments and maintaining stocks.

**Pizza Unlimited and Chicken:**

**March2021-Present(Full time)**

* Working as a Food Supervisor.
* Supervise, co-ordinate and schedule the activities of staff who prepare, portion and serve food**.**
* Orders food and non-food supplies, checks deliveries and maintains inventory records.
* Supervises work area, equipment cleaning and maintenance and ensures adherence to all safety procedures pertaining to work methods, equipment operation and fire safety..

**Willing to obtain:**

* Criminal record check and Vulnerable Sector Certificate of Alberta
* Standard First Aid with CPR.
* Intervention Record Check of Alberta.

**Student Nurse: June 2012- July 2016(as required for course curriculum)**

**Guru Gobind Singh Medical Hospital, Faridkot, India**

* Have worked as a student nurse in every unit of hospital to gain skills in effective care of patient to promote health and well- being.
* Have also participated in different research studies and have done own research independently at the end of the study session.



**Education:**

**Studied Post – Basic Nursing in Gerontology and Palliative Care ( 2 year specialized program) at Grant MacEwan University, Edmonton (Canada)**

**University College of Nursing, Faridkot, India June 2012- July 2016**

* Bachelor of Science in Nursing

**K.R.M.D.A.V. Collegiate Sen. Sec. School, India March 2011- March 2012**

* High School education

**H.P. Model High School, India March 2005- March 2010**

* Primary and secondary education

**Availability – Full time but more interested in night shifts if available.**