

IRENE NDANGO MANTAN

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EDMONTON-AB CANADA

SUMMARY OF SKILLS

- Excellent communication and active listening skills to build trusting relationship with clients and their families.
- Strong passion for taking care of the vulnerable.
- Outstanding organizational and time management abilities to perform multiple duties simultaneously.
- Proven analytical and problem-solving capabilities to implement the most appropriate solutions.
- Enthusiastic team player, effective when collaborating with multidisciplinary groups.
- Adheres to the established policies and procedures to promote a safe and efficient work place.
- Excels in challenging and fast paced environments while remaining focused and professional.
- Flexible work schedule, available for daytime, evening and weekend shifts.

EMPLOYMENT HISTORY

Support worker

Hope For All, Douala-Cameroon

2019-2023

- Assisted clients with a high standard of clinical, social and emotional care.
- Recognized and meet the specific needs of clients.
- Supported clients with a wide range of differing requirements from companionship to personal care.
- Being part of a team supporting the nurse or senior care assistant in monitoring clients and reporting change.
- Communicated with clients' families, friends and other healthcare professionals.
- Responded appropriately to changes in client's status to ensure proper care was delivered.
- Handled documentation for admissions, discharges and transfers in an accurate and timely manner.

Care Assistant

Carl-Care Home Service Douala

2017-2019

- Provided care and companionship for individuals and families during periods of incapacitation, convalescence or family disruption.

- Administered bedside and personal care to clients such as aid in ambulation, bathing, personal hygiene, dressing and undressing.
- Planned and prepare meals and special diets, and feed or assist in feeding clients.
- May perform routine housekeeping duties such as laundry, washing dishes and making beds.
- Assisted clients with a high standard of clinical, social and emotional care.
- Recognized and meet the specific needs of clients.

SUPPORT WORKER

C.B.C Home for the Elderly, Bamenda

2008-2017

- Supported clients with a wide range of different requirements from companionship to personal care.
- Being part of a team supporting the nurse or senior care assistant in monitoring clients and reporting change.
- Responded appropriately to changes in client's status to ensure proper care was delivered.
- Handled documentation for admissions, discharges and transfers in an accurate and timely fashion
- Prepared the detailed and proper documentation of clients for physician's review.
- Assisted residents with personal care, including washing, dressing and personal hygiene.
- Cleaned and organized patients living quarters.
- Assisted the elderly with activities of daily living.
- Supported residents with a wide range of differing requirements from companionship to personal care.

EDUCATION

Degree in Sociology and Anthropology

University of Buea, Cameroon

VOLUNTEER EXPERIENCE

Project Organizer/Training Assistant

Cameroon Baptist Convention Health Services, Douala.

Social Work Assistant

Social Welfare Office, Bamenda-Cameroon