

## **MOHAMMED ALI**

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### **Professional Summary**

Compassionate and dedicated Community Care Worker with a lot of experience in providing high-quality care and support to individuals in the community. Skilled in personal care, medication administration, and building trusting relationships with clients and their families. Committed to enhancing the well-being and independence of those in need. Demonstrated ability to handle diverse tasks efficiently and effectively. Adept at providing high-quality care, meticulous auditing.

### **PROFESSIONAL EXPERIENCE**

**Partners 4 Care Limited - Stockton, UK**

**November 2023 - Present**

#### **Community Care Worker**

- Provide personalized care and support to clients in their homes, ensuring their safety and well-being.
- Assist with daily activities such as bathing, dressing, grooming, and meal preparation.
- Administer medications according to prescribed schedules and monitor clients for any adverse reactions.
- Develop and maintain positive relationships with clients and their families, offering emotional support and companionship.
- Monitor and report changes in clients' health and behavior to healthcare Professionals.
- Maintain accurate and up-to-date client records and care plans.
- Supported clients with physical and mental disabilities, promoting their independence and quality of life.
- Implemented individualized care plans and assisted clients in achieving their personal goals.
- Participated in training and development programs to stay current with best care practices.
- Collaborated with a multidisciplinary team to provide holistic and person-centered care.

- Assisted clients with personal hygiene, mobility, and daily living activities.
- Supported clients in managing their household tasks, including cleaning, shopping, and laundry.
- Provided transportation for clients to medical appointments, social activities, and errands.
- Ensured clients' homes were safe and comfortable, making necessary adjustments and accommodations.
- Communicated effectively with healthcare providers, family members, and other caregivers to coordinate care.

***MELCOM Group of Companies, Kumasi, Ghana    September, 2015 - September, 2023***

### **Regional Audit Manager**

- Lead and manage audit activities across 72 retail locations to ensure compliance with company policies and regulatory requirements.
- Develop and implement comprehensive audit plans, risk assessments, and internal controls.
- Conduct thorough financial and operational audits, identifying areas for improvement and recommending actionable solutions.
- Supervise and mentor a team of auditors, providing guidance and training to enhance their skills and performance.
- Collaborate with regional managers and executive leadership to address audit findings and implement corrective actions.
- Prepare detailed audit reports and presentations for senior management, highlighting key findings and recommendations.
- Performed audits of store operations, cash handling procedures, and compliance with company policies.
- Analyzed financial data and identified trends, irregularities, and potential risks.
- Collaborated with store managers to develop and implement action plans to address audit findings.
- Prepared audit reports and presented findings to management.

***Support Worker - Wipe Away Foundation (NGO)***

***October, 2013 – July, 2015***

## Support Worker

- Collating data and statistics and undertaking administrative duties  
Well-being of the vulnerable individuals in the community.
- Taking care of the elderly and the aged.
- Helping with personal grooming of the service users under my supervision
- Assisting in conducting care assessment plans to improve healthcare for the Clients.
- Administering medication for the aged.
- Giving special care to people living with autism.
- Bathing the aged on the hospital bed.

### ***Tax Officer (National Service) | GRA, Techiman***

***Sept 2012 – Aug 2013***

- Collection of Revenues
- Inspecting and issuing of receipts to customers
- Preparation of Tax Credit Certificates (TCC)

### ***Internal Auditor (Intern) | Newmont Ghana, Kenyasi, B/A***

***June 2011 – Sept. 2011***

- Worked with Internal Audit department.
- Verified all the invoices and receipts brought for reimbursement of cash.
- Inspection of the Company's records and documents to identify control policies and procedures.

### ***Internal Auditor (Intern) | ECG, Kumasi***

***June 2010 – Sept. 2010***

- Auditing of all bonders Cashiers and preparing requisitions.
- Attending to customers complaints
- Assisting in preparation of the company's income & expenditure account.

## EDUCATION

## **Masters Degree**

Teesside University - 2025

MSC International Management (Accountancy Applied )

## **Bachelor Degree**

Kwame Nkrumah University of Science and Technology - 2021

BSC. Business Administration (Accounting option)

## **HND Accountancy**

Kumasi Polytechnic - 2012

Accounting

## **WASCE Certificate{GCSE equivalent}**

Nkwakaw Senior High school - 2008

Business Studies

## **TRAINING & CERTIFICATIONS**

<b>Enhanced DBS (Cert No. 001860150921)</b>	December 2023
Disclosure Baring Service	
<b>Medication: Diploma Qualification</b>	December 2023
Partners4Care Limited	
<b>Moving and Handling Qualification</b>	December 2023
Partners4Care Limited	
<b>Level 2 Food Safety and Hygiene For Catering</b>	November 2023
Food Safety UK	
<b>Allergens</b>	October 2023
Florence Academy	
<b>Anaphylaxis Management</b>	July 2023
Florence Academy	
<b>Dealing with Difficult behaviours of Individuals with Autism</b>	April 2023
Hopeworks Ghana	
<b>Peer Counsellor</b>	June 2012
Kumasi Technical University	
<b>Peer Educators Training</b>	May 2012
Family Health International (FHI360)	

## **TECHNICAL SKILLS & COMPETENCIES**

- **Computer skills:** Microsoft Word, POS, PowerPoint, and Excel.

**Soft skills:** Prudent, calm, discipline and self-motivated with excellent interpersonal, organizational skills with proven abilities in team management and customer relationship management. Strong interpersonal and communication skills, Empathy and patience in providing care. Knowledge of healthcare practices and procedures. Ability to work independently and as part of a team. Time management and organizational skills.

## **HOBBIES & INTERESTS**

Swimming, Charity, Cooking, Football, Music, Reading, Socializing

## ***REFERENCE***

References available on request