

Name: Muleya Mark Mweetwa

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PROFESSIONAL SUMMARY

Compassionate hardworking carer with practical experience for patient's basic care needs. Providing consistent care in line with 15 Care Standards, safeguarding resident's dignity and other critical personal care needs. Flexible and able to work long hours with minimum supervision. .

CORE SKILLS

- Medication administration.
- Mobility support (Patient handling and positioning)
- Personal care.
- Housekeeping.
- Elderly care with dignity.
- Safeguarding knowledge.
- Care Plan management
- Driving (Valid License)
- Good Interpersonal and communication skills.
- Computer Literate (Micro-Soft word, excel and PowerPoint)
- Reliable Team player.(Flexible and open minded to learn)

WORK HISTORY

Health Care Worker

ELROI 3 Care Solutions Limited

27/11/2023 – Current

Responsibilities and Duties

- Personal care Assistance with hygiene, washing, toileting pads, commodes).
- Support with eating and drinking
- Ensuring that clients are encouraged to eat a healthy diet'
- Assisting with shopping and mobility.
- Use of a hoist or other aides and assisting with any physical activity
- Record keeping MAR chart (for medication), log book, care plan updates
- Promote independence (to allow the client to do as much as they can but maintain professional relationships)
- Safeguarding (Protect the client from significant harm, abuse or neglect)
- Promoting health (Infection control and prevention)
- As a carer to follow company policies and procedures.

Volunteer- Caregiver

Chaisa Urban Health Facility Lusaka Zambia

Out Patient Department (O.P.D).

07/2022-10/2022

- Conducting Vitals (Taking readings for temperature, blood pressure, pulse, respiratory, measurements of height and weight).
- Collection of urine specimen and sputum for Laboratory tests.
- Disinfection and disposal of urine specimen.
- Administering medication and treatment in accordance with medical instructions to ensure patient's safety.
- Minimize hospital admissions by observing resident's reaction to medication and treatment, promptly reporting abnormalities to doctor and nursing

team.

- Mobility support (Wheelchair, Rolling, Conversion lift, Australian lift, Orthodox lift and Shoulder lift).
- Personal Care (Toileting, Bed bath, Oral care, Care for pressure area, Daily care of the hair and care of nails).
- Infection prevention (Hand washing, Antiseptic Hand rubs, Damp dusting and cleaning of Thermometer)
- Documenting and generating daily reports to monitor resident's progress towards treatment.

Home Carer

Biological Father (Deceased).

05/2020- 03/2021

- Assistance in daily personal care routines for improved well-being
- Shared hobbies and interests that easily built a rapport to manage his stress and depression.
- Closely monitored his daily condition, minimizing need for additional medical attention.
- Administered medication in accordance to instructions on prescriptions and kept detailed records.
- Always conducted quick risk assessment before any mobility assistance or personal care.
- Always offered compassionate emotional support to enhance his overall health and well being
- Driving to the hospital for medical checkups and reviews in line with Doctor's appointment
- Cooked timely meals in adherence with his diabetic dietary requirements to promote healthier living
- Upheld safety and hygiene standards to reduce incidents and accidents.
- Laundry, ironing of clothing and bedding.
- Handled household chores, shopping and paid for all home bills.

QUALIFICATIONS AND CARE TRAINING

Manual Handling Certificate (**SCM Limited**)

12/2023

First Aid Basic Training (**CPR**)

15 Care Standards Certificate

IELTS General UKVI Certificate (Band 6.0)

British Council Zambia

10/ 2022

U.K DOCUMENTS

- Valid Biometric Residence Permit **BRP**
- Valid Share Code (**Right to work**)
- Valid Tier 2 sponsored skilled worker visa
- Fully vaccinated Covid Certificate
- Valid T.B Certificate
- Valid SADC/International Drivers License

OTHER WORK EXPERIENCE

Digital Banking Sales and Operations
United Bank For Africa (UBA)

10/2013-12/2019

OTHER CAREER QUALIFICATIONS

Institute for Management of Information Systems (IMIS Diploma)
ZCAS.

06/2006-08/2007

Institute for Management of Information Systems (IMIS Higher Diploma 5 Courses)

ZCAS

07/2007-12/2009

Awaiting project completion (1 Course)

Work In Progress

REFERENCES

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