

# ALBIN S

Kochi, KL 682018 | albinjohn405@gmail.com

Caregiver Job Enquiry

Dear Hiring Manager,

Throughout my career, I have contributed to positive business results through effective organization, prioritization and follow-through of key organizational projects. My strengths and qualifications are an ideal match for the Caregiver requirements and will bring immediate value to your Organisation.

In my former Health Care Assistant role, I exercised a calculated and methodical approach to problem-solving. While I am independently motivated, I appreciate collective efforts and collaborate productively within group settings. Moreover, I am competent in bathing and vital sign monitoring with proficiency in administering basic healthcare.

This opportunity is especially exciting as my professional goals align with Organisation's mission and values. Further, my customer service, delegation and management abilities will serve to support your continued organizational efforts.

To illustrate the scope of my career history and professional competencies, please take a moment to review my enclosed resume. I am grateful for your evaluation of my credentials and subsequent response.

Sincerely,  
ALBIN S

# ALBIN S



## CONTACT

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● 9562790699

● Kerala, India 685606

● **WWW:** [Bold Profile](#)

## EDUCATION AND TRAINING

12/2023

### Health Care Assistant

Asramam Training College

Kerala

11/2023

### B.L.S Certification

Medtigo

Kerala

11/2023

### Certifications

Edapp

Kerala

- Hazard Communication (For Healthcare)
- Mealtime Management
- Medication Management

## SUMMARY

Versatile caregiver with 3+ years of expertise, excelling in patient room sanitation, symptom documentation, vital sign monitoring, patient assessment, medication administration, and wound care. Proven ability to overcome caregiving challenges through a personalized approach derived from personal experience. Adaptable to industry dynamics, staying ahead through continuous learning.

Recognized for exceptional attention to detail, efficiency, and results-driven performance, ensuring high-quality care. The compassionate approach, honed from caring for grandparents, complements technical proficiency seamlessly. Effective communication and interpersonal skills foster positive relationships with patients and families. Eager to contribute a unique blend of technical excellence and compassionate caregiving to elevate your team's performance.

## SKILLS

- Time Management and communication
- Meal Preparation and Housekeeping
- Patient and Compassionate
- Customer service and Caregiving
- Teamwork and multitasking
- Data Management and confidentiality
- CPR and ADL
- Nursing, Bathing and Feeding
- Cleanliness and hygiene
- Insurance claims and denial Management
- Computer skills and soft skills
- Vital sign monitoring and Medicine management
- Catheter care and Biohazard disposal
- Injury prevention and Emergency response
- Bedsore prevention and Wound

- Introduction to safe patient handling
- Understanding Dementia
- OSHA First Aid Training and Standards
- Mental Health & Resiliency in an Aged Care facility

04/2014

### Pre-Degree - Humanities

S.N.H.S.S

Kerala

04/2012

### High School Diploma

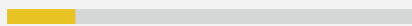
Don Bosco Matriculation Higher Secondary School

Tamilnadu

## LANGUAGES

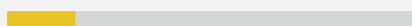
**Malayalam:** First Language

**English:** C1



Advanced

**Tamil:** C2



Proficient

care

- Mobility assistance and Specimen Collection

## EXPERIENCE

### Health Care Assistant

Anna's Nursing Services | Kerala, IN

05/2020 - 09/2023

- Provided optimal in-home healthcare, monitoring vital signs and administering medications.
- Assisted patients with daily activities, including bathing, dressing, eating, and exercising.
- Maintained detailed records of patient progress and promptly reported any health changes.
- Managed medical documents, facilitated insurance claims, and handled denial management. Conducted efficient administrative tasks such as photocopying, faxing, and filing duties.
- Demonstrated effective communication through various channels, addressing inquiries and relaying information to clinical and non-clinical staff, patients, and external agencies.

### Caregiver

Freelance | Kerala, India

03/2019 - 04/2020

- Help with prescribed medication
- Assist with ambulation and mobility (inside and outside)
- Aid in personal care and hygiene
- Support with physical therapy exercises
- Plan and prepare meals, involving the client when possible
- Assist with shopping or accompany during shopping trips
- Perform light housekeeping tasks the client can't manage

- Provide pleasant and supportive companionship
- Report any unusual incidents promptly
- Act responsibly in cases of emergency

## REFERENCE

### **Anna's Nursing Services**

Mrs. Divya, Director

+91 9633646219

hr@annasnursingservice.com

### **Asramam**

Mr. Siby Sebastian, Director

+91 9447072234

sibykutty9@gmail.com