

(DAMI) ADEDAMOLA ADESANYA

damolade17@gmail.com | 6474084350 | PETERBOROUGH, ON K9L1N3

Summary

Proactive Personal Care Assistant eager to apply aptitude for building client rapport through compassionate care and communication. Dedicated to resolving client challenges by creating a foundation of healthy habits to increase independence and comfort. Committed to progressing clients' journeys to optimal treatment outcomes.

Skills

- Medication Management
- Care Plan Implementation
- Housekeeping
- Compassionate Patient Care
- First-Aid and CPR
- Adaptable Under Pressure
- Client Relationship Management
- Medication Administration
- Stress Management
- Patient Assessments
- Compassionate Care
- Nutrition Planning
- Case Management

Experience

Front Desk Assistant | Trent International | Peterborough, Ontario | 08/2024 – current

- Greet and assist international students, staff, and visitors, providing general information.
- Answer and direct phone calls, emails, and in-person inquiries to appropriate departments.
- Assist students with basic inquiries regarding immigration, visa, or travel documentation.
- Schedule appointments with advisors or other staff members for students.
- Assist with event planning and preparation for international student orientation or cultural events

Pharmacy Assistant | Ontario Addiction Treatment Centres - Peterborough, Ontario | 03/2024 – 08/2024

- Received telephone calls from physicians, nurses or other healthcare professionals requesting information about medications or supplies.
- Well-versed in knowledge with systems such as KrollKconnect, EZMethPro, Outlook, and Sharepoint.
- Checked incoming shipments against purchase orders to verify quantity, quality and price accuracy.
- Processed payments from customers using cash registers and debit and credit card terminals.
- Performed administrative duties such as filing documents, faxing forms, answering phones.
- Answered customer inquiries regarding drug interactions, side effects and dosage instructions.
- Tracked expiration dates for all drugs in stock and discarded expired items according to regulations.

Patient Care Assistant | SkyHigh Medical Centre - Lagos, Nigeria | 07/2022 - 01/2023

- Supported bathing, dressing, and personal care needs.
- Supported resident interests and welfare by encouraging participation in events geared toward appropriate physical activity and social interactions.
- Monitored vital signs and medication use, documenting variances, and concerning responses.
- Recorded client status progress and challenges in logbooks and reports.
- Ensured proper nutrition by providing meals, snacks and fluids to patients as instructed by medical staff.
- Monitored vital signs including pulse rate, temperature, respiration rate and blood pressure.
- Assisted with patient admissions, discharges and transfers.

Education and Training

Trent University | Peterborough, ON | Expected in 06/2026

BBA. HONORS: Human Resource Management Specialization

NationalCPRFoundation | 11/2023

Standard CPR/AED

Taie International Institute | Toronto, ON | 07/2023

High School Diploma

College Eссор | Montreal, QC

Personal Support Worker