



ABED
TAOFEEQ

Lagos State, Nigeria

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PROFESSIONAL SUMMARY

Hard-working, dedicated and a caring individual, who is committed to advancing both professionally and personally at every opportunity. Having a Certificate of Proficiency in Systems Management (CPISM) and with over 18 months of experience in the care industry, offering expert in person-centred care, proven ability to solve complex problems and remain calm in emergency situation. Skilled at maintaining good working relationships with patient to provide to provide top quality care.

SKILLS

- Patience and ability to remain calm in stressful situations
- Ability to handle multiple tasks safely and efficiently
- Clear verbal communication skills to explain sensitive information
- Capability to accept criticism
- The ability to work well with others and use own initiatives when working alone

EXPERIENCE

Certificate of Proficiency in Systems Management (CPISM)
APTECH | Lagos State, Nigeria

February 2023 -
Current

- Solve programming problems using flowcharts and pseudocodes
- Use programming constructs to write programs in C
- Use HTML 5/CSS 3/JavaScript to implement well structured Web sites
- Design and develop responsive Web sites using AngularJs
- Design and develop a responsive Website
- Learn the basic principles of effective web UX/UI design
- Develop object-oriented programming skills using OOP principles and Concepts
- Normalize raw data into well-organized database tables in SQL Server and perform advanced database operations

Assistant Nursing Trainee
Community Health Centre | Lagos State, Nigeria

July 2020 - July 2021

- Assisting patient with day to day living activities such as eating, showering and using the toilet
- Utilizing equipment to move patients when necessary
- Helping tidy the patient's room
- Taking the patient's vital signs such as blood pressure and temperature
- Talking to patients and reassuring them
- Assisting nurses and other staff when needed
- Adhering to professional standards
- Delivering reports to Case Managers and reviewing any important changes in the patient's condition

Healthcare Assistant
Utmost Care Hospital | Lagos State, Nigeria

January 2018 - July 2020

- Assisting with personal care like washing and dressing
- Preparation of meals and assisting with feeding if required
- Assisting with mobility
- Administered medication
- Helping with household duties and shopping
- Monitoring and recording of any changes with the client's conditions
- Making sure the client is comfortable and happy with the services

Bartender/Club Manager
Tripple K Hotel | Lagos State, Nigeria

January 2018 - July
2020

- Worked as a bartender. (2pm-8pm).
- Worked as a club manager. (10pm- till it was empty)
- Taking drink orders.
- Planning drink menus and informing customers about new beverages and specials.
- Taking inventory and ordering supplies to ensure bar and tables are well-stocked.
- Adhering to all food safety and quality regulations.
- Handling cash, credit, and debit card transactions, ensuring charges are accurate and returning correct change to patrons, balancing the cash register.
- Maintaining a clean work and dining area by removing trash, cleaning tables, and washing glasses, utensils, and equipment.
- Developing new cocktail recipes.

Packager and Machine Operator
Rubber Factory Of Nigeria

July 2017 - September
2017

- Ensured that raw material are fed to semi-automatic machines and that the machines are operating accurately
- Packed nylon for shipment or supply.
- Followed all company guidelines regarding packaging.
- Identified and disposed defective items.
- Properly used packaging materials.
- Maintained a clean work area.

EDUCATION

Certificate of Proficiency in Systems Management (CPISM)

Level 3 NVQ Diploma in Health and Social Care

Diploma in Nursing and Patient Care

Certificate in Care Giving

G.C.S.E

INTEREST

Spending quality time with family, football, swimming and scrabble.

Reference available upon request