

Adrienne Smith

Speech Pathologist, looking for a new direction.

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PROFESSIONAL SUMMARY

Throughout my employment I have developed a strong, customer-centred service delivery ethos and time management skills. I have extensive experience in independent problem solving, collaborative team work, writing detailed documentation and ongoing professional development. I am an independent worker who is self-motivated, enthusiastic and reliable. I am eager to learn, a positive team member and have an excellent communicator. I am currently studying a Diploma of Information Technology and I am excited to start a new career avenue in this field.

KEY ASSETS

- Pride in putting client's needs first.
- Strong digital literacy.
- Fast learner.
- Attention to detail.
- Strong interpersonal skills.
- Flexibility and adaptability.
- Independent worker.
- Commitment to professional development.

PROFESSIONAL EXPERIENCE

SPEECH PATHOLOGIST

JUNE 2019 – MARCH 2020

Eastern Health

- General caseload management.
- Building rapport with clients of different backgrounds.
- Diary management including face to face appointments, administrative bookings and travel allowances.
- Use of multiple electronic systems.
- Liaising with IT when systems not working.
- Liaising with internal and external medical professionals and stakeholders.
- Formal report writing.

SPEECH PATHOLOGIST

AUG 2018 – APRIL 2019

Yarra Ranges Special Development School.

SPEECH PATHOLOGIST

AUG 2017 – AUG 2018

Child Development Service.

EARLIER ROLES

| | |
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| Disability Support Worker , OnCall | April 2016 – June 2016. |
| Disability Support Worker , Lifestyle Centred Services | Feb 2016 – June 2016. |
| Disability Support Worker , Lifestyle Solutions | June 2015 – June 2016. |
| Sales Assistant , Virgin Mobile | June 2014 – June 2015. |
| Sales Assistant , Jeans West | Feb 2011 – Dec 2013. |
| Supervisor , KFC | May 2006 – Sept 2012. |

CERTIFICATIONS & QUALIFICATIONS

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| Diploma of Information Technology <i>Coder Academy.</i> | Current |
| Bachelor of Speech Pathology (Honours) <i>Universtiy of Newcastle.</i> | 2015 |

REFERENCES PROVIDED UPON REQUEST.