

PERSONAL DETAILS

Name: Lauren Smith

Address: 4a Westpoint Road
Havelock North

Telephone: (06) 8342487

Mobile: 029-43215647

Drivers Licence: Current

CAREER OBJECTIVE

Rehabilitation Coordinator

PERSONAL STATEMENT

I am an enthusiastic person committed to working as a health care profession. By continually enhancing my knowledge and skills I seek to provide the best quality service. I gain considerable satisfaction from empowering people by working alongside them to promote their holistic well-being.

QUALIFICATIONS

20**	Postgraduate Diploma – Rehabilitation Studies, Massey University
20**	Bachelor of Nursing - Eastern Institute Of Technology, Taradale, NZ
19**	Registered Enrolled Nurse , Hawke's Bay District Health Board

PROFESSIONAL SKILLS

- Extensive experience in clinical assessment
- Excellent communication skills both oral & written
- Comprehensive experience in a wide range of clinical settings
- Proven ability to plan and allocate time efficiently
- Strong commitment to quality assurance
- Strong organisational ability as evidenced in former roles
- Commitment to health and safety requirements
- Comprehensive knowledge of disability issues
- Experience working cross culturally
- Good analytical and conceptual skills
- Ability to be creative when resolving complex issues
- Extensive experience working with multi-disciplinary teams and agencies
- Strong team player
- Flexible and adaptable
- Energetic
- Strong professional ethics

PERSONAL ATTRIBUTES

- Good sense of humour
- Hard working
- Enthusiastic

EMPLOYMENT HISTORY

5/20 - 5/20**** **Rehabilitation and Assessment Centre, St Mary's Hospital, London**

Position: Nurse

Areas of Responsibility

- Maintaining health and wellbeing of clients
- Evaluating and implementing rehabilitation plans
- Liaising with multi-disciplinary team members
- Communicating with clients and relatives

10/20-25/5/20**** **Devon Nursing Agency, London, England**

Position: Live in fulltime Carer for client and family

Responsibilities:

- Provide daily care and needs of a disabled client
- Support family members
- Liaise with multi-disciplinary team
- Maintain cultural sensitivity
- Maintain confidentiality

10/19-10/20**** **Bay Home Support, Hastings, New Zealand**

Position: Client Service Officer

Responsibilities:

- Providing needs assessments and service coordination to individuals with disabilities
- Creating and facilitating respite care packages
- Assessing residential care subsidises for rest homes and the chronically ill
- Liaising with multi-disciplinary teams to plan and implement care packages
- Managing and prioritising workload
- Contributing to the effective running of the Service
- Ensuring cultural sensitivity when working with clients and relatives
- Working within policy and standards to ensure quality assurance

Achievement:

- Developed the role of Liaison Officer responsible for discharge planning in the Hospital Rehabilitation Unit.

01/19-10/19****

Hastings Memorial Hospital, Hastings, New Zealand

Position: Enrolled/ Registered Nurse

Duties:

- Maintaining effective clinical care including discharge planning
- Ensuring patient safety pre and post operatively
- Infection control
- Providing culturally sensitive care

INTERESTS

- Enjoy reading
- Listening to music
- Watching Netball
- Dancing
- Family life

REFEREES

Joy McMannus

Relationship: Former Manager

Rehabilitation and Assessment Unit

St Mary's Hospital

London

Ph: 00 44 878 8009

Colin White

Relationship: Former Manager

Bay Home Support

Hawke's Bay Hospital

Hastings

Ph: 06-878-88009