Dear Hiring Manager,

I am an experienced and dedicated Personal Support Worker (PSW) who is passionate about providing essential medical care and support to individuals in need. Since earning my certification, I have significantly expanded my expertise through valuable experiences with Greenstaff Medical and Spectrum Healthcare.

In my role at Greenstaff Medical, I gained valuable insights and hands-on experience in hospital settings and long-term care facilities. This experience allowed me to further enhance my skills in administering medical treatments, monitoring health conditions, and providing compassionate care to diverse individuals. Working within the fast-paced environment of hospitals and the nurturing atmosphere of long-term care facilities, I honed my ability to adapt to various situations and address the unique needs of each client.

Subsequently, my journey with Spectrum Healthcare has enriched my understanding of home care and community-based support. This role has enabled me to bring personalized care directly to clients within the comfort of their homes. Through my work with Spectrum Healthcare, I have strengthened my commitment to fostering independence and promoting overall well-being by delivering high-quality care tailored to individual needs.

My educational background has equipped me with a solid foundation in anatomy, physiology, and medical terminology, enabling effective communication with healthcare professionals. I am confident that my combined education and diverse practical experiences uniquely position me to offer comprehensive and compassionate care to those under my charge.

In conclusion, I am eager to bring my enriched skill set, gained through Greenstaff Medical and Spectrum Healthcare, to a dynamic team. My ability to seamlessly transition between hospital, long-term care, and home care settings, coupled with my commitment to personalized patient care, makes me a strong candidate for the Personal Support Worker position within your organization.

Sincerely,

Manav Shah

# Objective:

Compassionate and experienced PSW adept in hospital, long-term care, and home care settings. Eager to contribute my diverse skills to a dynamic healthcare team, fostering individual well-being and independence. Seeking a rewarding role where my passion for personalized care makes a meaningful impact.

# Experience:

**Personal support worker**

**Greenstaff Medical May 2023 - Present, Toronto**

* Maintained daily living standards by assisting clients with personal hygiene needs.
* Recorded client status progress and challenges in logbooks and reports.
* Assisted clients with daily activities such as bathing, dressing, and grooming.
* Developed positive relationships with patients by demonstrating empathy and respect for their needs.

**Personal support worker**

**Spectrum Healthcare June 2023 - November 2023, Mississauga**

* Helped clients with personal needs from exercise to bathing and personal grooming.
* Performed light housekeeping tasks including vacuuming, dusting, laundry, and meal preparation.
* Reported concerns to nurse supervisor to promote optimal care.
* Maintained records of patient care, progress or problems to report and discuss observations.

**Assistant Pharmacist**

**Shoppers Drug Mart September 2022 - April 2023, Sault Ste Marie**

* Dispensed prescribed medications accurately following established procedures for labeling containers.
* Delivered quality care to customers through close collaboration with pharmacist.
* Updated and submitted documentation for insurance, store and liability purposes.

# Volunteer:

**PFPS Mentoring**

Big Brothers Big Sisters of Toronto ` October 2023 - April 2024

* Mentoring students to achieve their future goals.
* Interacting with students in fun activities.

# Education:

**Web Design and Development** Humber College • Toronto • 2024

**Personal Support Worker**

Sault College • Sault ste Marie • 2023

# Certification:

* **WHIMS**

Sault college • 2023

* **Standard First Aid & CPR/AED LEVEL C (BL)**

Canadian Red Cross • 2023

* **390 hrs as a student PSW**

Sault college • 2023

* **GPA in Dementia Care**

Sault college • 2022

* **Standard First Aid with Basic Life Support CPR & AED**

Superior EMS Health & Emergency Training Institute • 2022

# SKILLS

* Empathy and Compassion
* ADL Assistance
* Assistance Documentation efficiency
* Flexibility of time
* Privacy and Confidentiality

**REFERENCES:**

* + **Colleen Woods** Sault College, Sault St. Marie

Clinical Instructor

Colleen.woods@saultcollege.ca

Ph: (705)255-0957

* + **Heather Thompson** Sault College, Sault Ste Marie

Clinical Instructor

Heather.thompson@saultcollege.ca

Ph: (902) 237-6230

* + **Mitchel Zorzit** Shoppers Drug Mart, Sault Ste Marie

Pharmacist (Owner)

Ph: (705) 542-4934

* + **Arora Ameena**  Spectrum Healthcare, Mississauga

Area Coordinator

Ph: (905) 272-2271

* + **Ankit Sharma**  Greenstaff Medical, Toronto

Recruiter

Ankit.Sharma@greenstaffmedical.ca

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