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## Non Medical Caregiver Resume

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### Job Objective

To gain employment as Non Medical Caregiver where I can utilize my experience and enthusiasm to make a positive contribution.

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### Highlights of Qualifications:

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- Admirable experience in providing home care for private homes
  - Sound knowledge of non medical care activities
  - Profound knowledge of client servicing procedures
  - Ability to coordinate with clients and staff members
  - Ability to provide self medication to all clients
  - Ability to analyze demands for job
  - Ability to complete work within timeframe
  - Ability to communicate with clients on everyday basis
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### Professional Experience:

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#### Non Medical Caregiver

Synergy HomeCare of Michigan, Fort Myers, FL  
August 2007 – Present

- Ensured compliance to all information procedures for clients.
- Provided assistance to clients for all personal care activities.
- Maintained cleanliness of clients and assisted in usage of bathroom.
- Prepared documents for various client care services.
- Documented various client reports and prepare reports for supervisor.
- Provided assistance to clients for all ambulation and transfer activities for patients.
- Maintained safety precautions and informed supervisor for any defective equipments.
- Coordinated with various clients and maintained privacy of information.

#### Non Medical Caregiver

Ruth's Choice In Home Care, Fort Myers, FL  
May 2004 – July 2007

- Prepared all meals for clients and provided assistance in eating.
  - Ensured neat and clean home for clients at all times.
  - Provided appropriate medication to clients as per time requirement.
  - Monitored clients and provided assistance in all personal activities of clients.
  - Performed various household chores for clients as per service plan.
  - Administered all on medical activities for clients such as transportation for appointments.
  - Provided optimal quality of services to all clients.
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### Education:

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#### Associate Degree in Healthcare

Bay Mills Community College, Brimley, MI

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