# **Private Caregiver Resume**

#### Job Objective

Seeking a challenging position as Private Caregiver where my compassion to help will be fully utilized.

## Highlights of Qualifications:

- · Admirable experience in coordinating with elderly clients
- Exceptional knowledge of care giving procedures
- Outstanding knowledge of facility processes and private practices
- · Ability to comply to all safety procedures
- · Ability to administer transportation requirement of clients
- Ability to work without supervision
- Ability to coordinate with office and professional staff
- Ability to perform cooking, cleaning, washing clothes and dishes
- Ability to identify and report unsafe conditions

## **Professional Experience:**

Private Caregiver Senior Solutions at Home, Brentwood, TN August 2007 – Present

- Provided support to all organization policies and procedures.
- Ensured compliance to all Federal, State and local regulations.
- Prepared reports of various defective equipments and provided reports for supervisor.
- Documented various client processes on regular basis.
- Maintained record of all client progress and services.
- Performed all household chores for clients such as cooking and washing.
- Monitored for any incidents and informed supervisor immediately.

### Education:

Associate Degree in Nursing Hopkinsville Community College, Hopkinsville, KY

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