

MICA MAIGNAN

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OBJECTIVE

Dedicated and compassionate personal support worker with a solid understanding of delivering excellent care. Motivated to enhance the quality of life to those in need by providing them support and assisting with their activities of daily living. Seeking to successfully obtain a position where my skills, knowledge and experience will be applied.

SUMMARY OF QUALIFICATIONS & SKILLS

- An interactive individual with great communication and writing skills
- Experience in administrative and client-focused positions
- Ability to work in busy environments
- Excellent leadership and problem-solving abilities
- Great time management and organizational skills
- Responsible attitude with great organization skills
- Teamwork – works effectively with others
- Active attention to detail
- Friendly and courteous
- Proficiency in MS Office
- Highly motivated self-starter who takes initiative with minimal supervision
- Energetic and enthusiastic individual with a positive attitude

WORK EXPERIENCE

July 2022 – Current Position

Personal Support Worker – Glen Hill Strathaven

- Assisted in personal care tasks and activities of daily living such as housekeeping (making beds, maintaining cleanliness in resident's room, laundry), meal preparation, lifts and transfers, bathing, feeding, etc.

January 2022 – March 2022

Personal Support Worker – Village of Taunton Mills

- Prepared and submitted client reports according to established procedure
- Assisted patients with their activities of daily living
- Lifted and transferred patients
- Cleaned and straightened patients' living spaces on a weekly basis.
- Helped elderly and disabled clients with bathing, grooming and oral care.
- Took and recorded vitals such as temperature, pulse, and blood pressure

August 2019 - February 2021

Sales Associate | Walmart

- Greeting customers, responding to questions, improving engagement with merchandise and providing outstanding customer services
- Operating cash registers, managing financial transactions, and balancing drawers.
- Directing customers to merchandise within the store.
- Introducing promotions and opportunities to customers.
- Answering customer phone calls and meeting their needs

August 2020-2021

Education

Personal Support Worker Certificate
Ontario Food Handler Certificate
First AID & CPR Certificate
Secondary School graduate
WHMIS Certificate

References available upon request

