

SARAVJEET SINGH
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HIGHLIGHTS OF SKILLS & QUALIFICATIONS

- Strong communication, leadership, and team coordination abilities.
- Trained in patient care and personal support skills.
- Certified in First Aid, CPR/AED Level C, and Basic Life Support (BLS).
- Experienced in customer service and healthcare administration tasks.

EDUCATION

NACC Personal Support Worker Program Feb 2025 – Aug 2025
North American School of Information Technology College, Brampton, ON

Post-Graduation in Pre-Health Sciences and Healthcare Management
Northern College at Pures, Toronto, ON May 2023 – Dec 2024
GPA: 4.0/4.0

Bachelor of Pharmacy May 2018 – May 2022
Institute of Pharmaceutical Sciences, Kurukshetra University, Kurukshetra

PROFESSIONAL EXPERIENCE

Personal Support Worker / Live-in Caregiver November 2025- present
Protea Home Care Services, Vaughan

- Assist with personal care, including bathing, dressing, toileting, and hygiene.
- Perform safe transfers and mobility support using hover lifts and other equipment.
- Prepare meals, assist with feeding, and provide daily companionship and emotional support.
- Maintain a clean, safe environment and monitor/report any changes in the client's condition.
- Maintain accurate care records, communicate with healthcare professionals, and follow individualized care plans.

Personal Support Worker

October 2025-Present

Home Instead, Guelph, Canada

- Provide personal care and daily living support to clients in home care settings.
- Assist with dementia and Alzheimer's clients with compassion, patience, and understanding.
- Prepare nutritious meals, give medication reminders, and support clients with mobility needs.
- Ensure a safe, clean, and comfortable living environment while promoting client well-being.

Personal Support Worker

June 2025-Aug 2025

Amica on the avenue, Toronto, Canada

- Assisted residents with daily living activities including bathing, dressing, and mobility support.
- Monitored and documented residents' health conditions, promptly reporting changes to nurses.
- Provided compassionate care while promoting dignity, independence, and safety.
- Supported recreational and therapeutic activities to enhance residents' quality of life.

Sales Leader/ Charity Fundraiser -Canadian Red Cross

June 2025 – Present

TNI The Network / Worldwide Acquisition, North York, Canada

- Promoted to Sales Leader due to exceptional fundraising performance.
- Represent multiple charities across locations while meeting donor targets.
- Train and support new fundraisers in donor engagement and techniques.
- Conduct quality checks, ensure accurate donor info, and supervise the team.

Customer Service Representative and Cashier

May 2023 – April 2025

Subway, Vaughan, Canada

- Took orders and prepare food as per customer requests.
- Managed cash handling, point-of-sale transactions, and reconciliation.
- Maintained cleanliness and stocked in all restaurant areas.
- Resolved customer inquiries and ensured satisfaction.

Pharmacy Assistant

June 2023 – Aug2023

Pharmasave Pharmacy, Brampton

- Dispense medications accurately and provide patient counseling.
- Manage prescriptions, refill, and maintain pharmacy records.
- Assist healthcare providers with medication information and advice.
- Ensure compliance with safety, storage, and regulatory standards.

Patient Care Assistant

June 2022 – April 2023

Baldev Hospital, India

- Assisted patients with daily personal care, hygiene, and mobility.
- Monitored patient conditions and reported any changes to nursing staff.
- Supported patient meals, medications, and basic rehabilitation exercises.
- Maintain cleanliness and assist in maintaining a safe, comfortable environment for patients.

VOLUNTEER EXPERIENCE**Lobby Connections Volunteer**

June 2025 –Present

William Osler Health System, Brampton Civic Hospital

- Greet and assist patients and visitors in the main lobby.
- Provide directions and support to improve patient experience.
- Collaborate with hospital staff to ensure smooth service flow.
- Report any concerns or incidents promptly to appropriate personnel.

CERTIFICATIONS

- Standard First Aid and CPR/AED Level C
- Basic Life Support (BLS)
- Respirator Mask Fit Test Certified
- Gentle Persuasive Approaches (GPA) in Dementia Care
- Registered Pharmacist – Haryana State Pharmacy Council
- Pharmacy Assistant Certification – Simplified Pharmacy
- Advanced Food Safety Certification
- Occupational Health and Safety – Public Health Ontario
- Health Care Provider Controls – Public Health Ontario
- Administrative Controls – Public Health Ontario
- Certification in “The Data Science of Healthcare, Medicine, and Public Health” – LinkedIn Learning