Absalome Chimuka

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# Personal statement

Currently I am a caring and meticulous live in carer in a therapeutic environment of Community Housing and therapy for the mentally challenged where I am doing housekeeping, administration and record keeping. I am a visionary, strategic, and caring leader with strong team-building and communication skills. As a highly motivated manager, I excel in supervising teams to achieve desired results within set time-lines. I have successfully managed a Vocational Further Education Training (TVET) campus within a TVET College, overseeing programs in electrical engineering, fit and turning, and primary health. Together with my leadership team, I transformed a large primary school with over 1,300 students, achieving above-average results in literacy and numeracy.

My leadership style focuses on creating and executing successful teaching and management strategies. I have a proven track record of exceeding customer service expectations in the education and training industries. With excellent interpersonal, communication, and negotiation skills, I am adept at building and maintaining positive relationships both internally and externally.

I hold a degree in Public Administration in local governance from the University of Stellenbosch and possess knowledge in marketing, business strategy, communication, and economic principles. I am a motivated self-starter who thrives in high-pressure environments, excels at meeting deadlines, and communicates effectively. My diverse experience and strong academic background make me well-equipped for varied and challenging roles.

# Key skills

**Summary of managing big organisation: Care setup**

* Three years of experience looking after elderly patients with dementia and challenging behavior delivering person-centered quality nursing care in health care facilities focusing on displaying compassion, commitment, courage, competence, efficiency, professionalism, and effective communication.
* Reliable and dedicated to providing person-centred care and making a difference in patients’ lives and their well-being. and assisting their needs fully based on their current care plan.
* Willingness to learn new skills.
* Excellent communicating skills and easily approachable. I can communicate competently and effectively with patients, families and all health professionals and address their queries or sign post them where they can be helped.
* A team player with strong interpersonal skills who is adaptive, able to multitask, keen on knowledge/information acquisition and dissemination and meeting deadlines.
* Able to identify signs of deteriorating patients and escalating seniors.
* Accompanying clients in the community.
* Good time management and meeting deadlines.
* Preparing health meals
* Ability to work under pressure or during a potential mental health crisis and remaining calm. This has also given me a good chance to be able to time manage my private life and work. I also know my limits and know when to ask for heal.
* Keeping patients’ records, monitoring, and assessing the well-being of the service user and ensuring that the individuals’ records and observations are accurate and informative.
* Dedicated to providing exceptional patient support for a wide range of acute and chronic conditions.

**LIVE IN CARE ASSISTANT and HOUSEKEEPING: LOOKING AFTER MY FAMILY MEMBER-JULY 2020 T0 DECEMBER 2022**

I looked after my 89 years of granddaddy suffering with diabetes, dementia, stroke, high blood pressure and was bed ridden.

Duties included:

* Incontinence care.
* Assisting with personal care task, including grooming, bathing, and other personal hygiene-related tasks.
* Managing pressure areas
* Accompanying patient to appointment
* Administering oral and topical medication and communicating with professionals.
* Handling household task like grocery shopping and laundry
* Providing companion and emotional support.
* Preparing healthy meals based on specific dietary needs and personal preferences.
* Helping patient with mobility and all manual handling tasks.

**Skills gained**

* Elderly care expertise.
* Flexibility
* Effective communication
* Initiative and problem solving.
* Attention to detail.
* Organizing
* A sensitive and empathetic nature
* Safeguarding policy compliance
* Patient transfer support
* Data confidentiality
* Knowledge of nutrition
* First-aid knowledge

# Education

## Caredemy- London

Care certificate, Autism certificate,

**OTHER TRAININGS AND QUALIFICATIONS**

-Children and Young People with Mental Health Needs, Autism or Learning Disability

- Advance Certificate in Education for the learner with disabilities and difficulties in learning

- Have passed the DBS/PVG check

-ISO 9001

-ISO 14001

## University of Stellenbosch

(January 2018 – April 2020)

Public Administration (BA hons) – predicted grade – 2.1

Core modules: Public Management Foundational Theories and Workplace Practical Skills, Public Institutional Management Functions and Applications, Financial management and cost accounting, Organizational Design, Sustainable Development, Economics: Governance, Public and development management Organisations and Management, Public Policy management, Project Management, People management, leadership and change management, Information, and communication technology management

## University of South Africa

(January 2013 – October 2013)

Advanced Certificate In Education: Inclusive Education (Barriers To Learning: Learning Difficulty (ACE) – predicted grade – Cum laude

Core modules: Learner support for learners experiencing learning difficulties, Teaching practice: learners experiencing difficulties, Assessment and learner support, Introduction to Inclusive Education, Barriers to learning: Impairments.

## University of Zimbabwe (Seke Teachers College)

(January 1999 – November 2001)

Diploma In Education in a special study of education at Primary level

Core modules: Professional Studies, Teaching Practice, Theory of Education, Environmental Sciences: (Biology, Chemistry, Physics) Mathematics

## Mataruse Secondary School - 1996-School Sports Captain, 1997- Headboy

(January 1996 – November 1997)

# Employment History

## Versa-care Ltd- Community Housing and Therapy -Richmond, London

Duties

-Providing personal care and assistance with daily activities such as bathing, dressing, and grooming.

-Administering medication as prescribed by healthcare professionals and monitoring the individual's health status.

-Supporting individuals in engaging in therapeutic activities and exercises as recommended by therapists and contribute to aspects of treatment plans, risk assessments and safety plans

-Assisting with meal preparation and ensuring dietary requirements are met.

-Providing practical, emotional support and companionship to promote the individual's well-being.

-Monitoring and documenting the individual's progress and any changes in their condition.

-Collaborating with healthcare professionals, therapists, and family members to ensure holistic care for the individual.

-Maintaining a safe and clean environment for the individual and manage daily HACCP form

-Completing the service fire test at 11 am on Fridays and developing a plan that is flexible and responsive.

-reviewing and revising the care plan in response to fluctuating, evolving 6 or rapid changes

-developing and identifying options according to the person’s needs, wishes and preferences (for example, by helping people connect with local communities as described

-ensuring consistency of care by integrating working across the range of health and social care services involved

-take account of the person’s wishes and preferences are delivered as agreed

-meet the person’s needs and record any unmet needs.

-Supervised patients during outings and physical activities, promoting dignity and independence.

-Promoted community engagement and sense of belonging.

-Delivered compassionate care in residential homes, community settings, and homes of service users.

-Liaised with family members to organize activities and deliver updates on client progress.

-Cooked healthy meals to uplift clients and meet dietary requirements.

-Helped patients to take medication as prescribed by medical professionals.

-Reported on patients' health and mobility progress, maintaining excellent continuity of care.

-Monitored and evaluated patients' health, wellbeing and progress to mitigate potential health risks.

-Assisted patients with daily personal, hygiene and incontinence care.

-Provided patients with opportunities for social activities, maintaining well-rounded care offerings and enhancing mental wellbeing.

-Coordinated movement routines for patients according to individual physical requirements.

-Developed and implemented cohesive care plans for patients according to individual needs.

-Adopted person-centered approach in all aspects of care-giving.

-Empowered service users to remain as independent as possible and retain a sense of identity.

Worked collaboratively with other support workers to maintain holistic care for

In this therapeutic environment I have empathy, patience, and excellent communication skills to effectively support individuals in their care and contribute to their overall well-being.

Hobbies & Interests

Playing Volleyball, Tennis and Jogging. Avid blogger and social media user. Not only do I use it to write and edit articles about all topics related to life. Whilst studying, I was also a member of my university football team and contributed to the sports section in the student newspaper and social sites.

References

On request