**CURRICULUM VITAE**

**PERSONAL INFORMATION**

**Name:** Emmanuel Kofi Amponsah

**Profession:** Support Worker

**Date of Birth**: 18th November 1986

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**PERSONAL PROFILE**

I am a friendly, caring individual who is passionate about helping others. I am punctual, reliant, and work well under pressure in challenging and diverse settings. I enjoy meeting new people and experiencing new and exciting things. I enjoy taking on new challenges and always approach them in a positive manor.

**SKILL SET**

* The ability to work on my own initiative, and prioritize my workload.
* Excellent communication and listening skills.
* The ability to understand and follow company policies and procedures.
* The ability to think fast, and multi task.
* A caring, compassionate, empathetic approach to delicate/challenging situations.
* An excellent ability to work in a person-centered way.

**HOBBIES AND INTERESTS**

I enjoy reading, watching films, playing video games, socialising with friends and family.

**EDUCATIONAL BACKGROUND**

2007-2011 University of Ghana, Accra

2003-2006 Sunyani Technical University

2000-2003 Agona Senior High Technical School

**DEGREES AND CERTIFICATES**

2021 (CPD) Understanding Eating Disorders

2021 Emergency First Aid

2021 PMVA (Prevention and Management of Violence and Aggression)

2020 The Care Certificate

2020 Basic Life Support

2020 Fire Safety

2007-2011 Bachelor of Arts in Economics and Sociology

2003-2006 Diploma in Business Studies

2000-2003 West African Senior School Certificate Examination

**CAREER SUMMARY**

**Alternative Care Services Plus**

Support worker

At Alternative Care Service Plus I support male adults who are diagnosed with various mental health conditions and had mild or severe learning disabilities. I support these individuals in their daily routines, empowering them to have meaningful life to become more independent. This includes administrating medication, prompting and assisting with personal care, assisting in making meals, assisting with maintaining the cleanliness of the property, assisting with daily activities both within the placement and the community, and providing emotional support. I ensure that my professional and personal skills brings positive energy to the individuals I support.

**FAVOUR HEALTH LTD**

Support Worker (04/2019 – 30/08/2021)

Whilst at Favour Health LTD I supported young people in their own homes. The individuals I supported had been diagnosed with various mental health conditions, had mild or severe learning disabilities, and/or eating disorders. My job role included supporting these individuals in their daily routines, striving to empower them and for them to gain independence. This included administrating medication, prompting and assisting with personal care, assisting in making meals and food preparation, assisting with maintaining the cleanliness of the property, assisting with daily activities both within the placement and the community, and providing emotional support. I also attended meetings with the young people’s professional teams, completed weekly activity plans/meal rotas, completed weekly shopping, supported with finances, completed relevant paperwork (Daily notes, Incident forms, MAR Chart etc). I ensure that the individual I support are happy, feel valued/respected, and have fun. Ensuring I am providing the individual opportunities to progress and do what they inspire to do.

**KARE PLUS**

Carer (04/2018 - 04/2019)

Whilst in this position it was my duty to assist service users with all aspects of their day to day living. This includes delivering and assisting with personal care, assisting at meal times, assisting the individual with their mobility needs, ensuring I always worked in a person-centred manor, and referred to the individuals care plan. It was my duty to ensure I worked in a way which promoted the individual’s dignity, health, happiness and wellbeing.

**COMFORT ZONE CARE SERVICES**

Support Worker (08/2017 – 04/2018)

During my time with Comfort Zone Care I was supporting 2 individuals with severe learning difficulties one of which was a young female, and one of which was a young male. My role included supporting with medication (ordering, contacting pharmacy/doctors, administering), supporting with personal care, domestic duties, activities both within the placement and in the community, supporting with prepping and cooking meals.

**SHOP ATTENDANT (FAMILY BUSINESS)**

2017

Whilst working as a shop assistant my duties included interacting with customers providing a high standard of service. I assisted customers with enquires, discrepancies, and concerns. I worked handling money and restocking the shop.

**SUNYANI REGIONAL HOSPITAL**

**Lab Researcher 2013 - 2017**

During my time at SR Hospital my duties included planning and conducting experiments, recording and analysing data, carrying out fieldwork, example collecting samples, presenting results to senior/other research staff, writing research papers, reports, reviews, and summaries, demonstrating procedures, preparing research proposals and funding applications/bids, supervising junior staff including technicians, organising product/materials testing, ensuring that quality standards are met, liaising with research and/or production staff, developing original solutions to problems and keeping up to date with relevant scientific and technical developments.