**Amy Scott**

**Amyscott1234@gmail.com**

**07333123456**

**Leicester, LE3 4ED**

**Profile**

I am looking to start a career in the dental field and currently completing my NEBDN Level 3 Diploma in Dental Nursing with Learndirect (part of SmileWisdom Academy of Dentistry and Dental Nursing).

I am a good team player and work as well with other people as I do individually, I am personable, positive and enthusiastic with a passion for excellent customer service, I have strong communication skills both verbally and written, I am a hardworking, motivated individual and try my best to accomplish all tasks set. I have worked in health care for a number of years and have supported people of all ages and also supported people living with different health conditions such as severe learning difficulties, profound disabilities and autism, this has helped me in adapting my techniques to cater for the patient's needs.

**Key Skills**

* Excellent communication skills both verbal and written skills
* Smart in appearance – this is also reflected in the high quality of my work
* Effective time keeping skills
* Able to deal with difficult situations in a sensitive and diligent manner
* Friendly, approachable and very helpful to others
* Punctual

**Education History**

**2020-2021 – NEBDN National Level 3 Diploma in Dental Nursing**

**November 2011 - July 2012**

* Childcare Level 3

**November 2007 - July 2011 - High Sixth Form**

GCSE

* English Language- B
* Science-B
* English Literature- C
* Maths- C

**March 2007 - July 2007 - Aaina Community Hub**

Level 2 Qualification in NCFE

* Awareness of Mental Health Problems
* Dignity and Safeguarding in Adult Health and Social care
* Level 3 OFSTED Paediatric First Aid Training

**Work experience**

**April 2017 – September 2020 - Home Care Specialist**

**Helping Hands Leicester**

* Ensuring continuity of care and meeting client’s immediate needs by providing personal and critical care and housekeeping tasks to clients.
* Communicating regularly with the supervisor and scheduling about the status of client’s care and provides appropriate documentation tasks ad client care needs.
* Practicing effective communication skills and maintaining appropriate interpersonal relationships with clients, family members, staff, and other personal care workers.

**November 2013 – November 2016 - Level 2 Nursey Nurse**

**Little Cherubs Day Nursey Leicester**

* Assisting the nursery team in providing a friendly, caring, and relaxing environment in order to encourage and develop children in our care. Maintaining children’s records and assessments.
* Planning and providing safe, appropriate, child-led and adult initiated experiences, activities and play opportunities indoor, outdoor and in out-of-setting contexts.
* Assisting in maintaining a safe, clean and tidy bursary by ensuring policies for health, hygiene and safety are adhered to, with attention to hygiene practices and the prevention of accidents.

**References available on request**