

Joyce Darkoaa Allotey

Caregiver

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Caregiver with a unique blend of leadership, customer service, and problem-solving skills, honed through a brief but impactful tenure in cleaning services. Demonstrates an innovative approach to caregiving, integrating eco-friendly practices and customized care strategies to enhance the well-being of clients. Eager to apply meticulous attention to detail and a collaborative spirit in a caregiving role, aiming to set new standards in client satisfaction and environmental responsibility.

EMPLOYMENT HISTORY

Personal Care Assistant

Amankwah Home Care, Accra Ghana — Mar 2020 – Dec 2023

- Implement creative ways to engage clients in meaningful activities and provide emotional support.
- Implement creative and engaging activities to promote social interaction and mental stimulation among clients.
- Develop personalized care plans for each client based on their unique needs and preferences.
- Develop personalized care plans for each client based on their preferences and needs to ensure a high level of satisfaction and well-being.
- Utilize active listening skills to effectively communicate with clients and identify their specific needs and preferences.
- Identify and report any changes in client behavior or health status to ensure timely and appropriate care interventions.
- Implement innovative technology solutions to enhance the efficiency of care delivery and improve communication with clients.

SKILLS

Customer service	Attention to detail
Teamwork	Problem solving
Time management	Leadership
Eco-friendly practices	Client satisfaction
Personalized care plans	Emotional support
Social interaction	Empathy

EDUCATION

Health Care Assistant Program

Western Community College, Surrey BC — Jan 2024 – Jul 2024

Bachelor's Degree in Logistics and Supply Chain Management

Pentecost University College, Accra Ghana — Aug 2013 – Sep 2017

LANGUAGES

English

Proficient