Tamesha Farrar

12 LUPIN CLOSE

MANSFIELD

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**PROFILE**

A polite, empathetic and friendly individual with a love for working with people and helping others. Responsible in the workplace, with an organised approach to carrying out duties and who takes pride the quality of their work. A friendly and helpful person who can be relied upon and is considered a valuable member of any team due to both ability to build rapport and level of contribution when completing group tasks. A self-motivator that enjoys using own initiative, with a love for being busy and a sense of purpose. Takes a flexible approach within a changing working environment and is willing to undertake training in order to excel in a job role and further personal development.

**SKILLS**

• Fantastic at working under pressure and to time constraints, whether as part of a team or on own

• Naturally determined and takes pride in quality of work with excellent communication skills

• Caring, patient and empathetic with fantastic rapport building and customer service skills

• A self-motivator, easily able to effectively prioritise a large and varied workload

• Adaptable, dependable and ready to take on new challenges

**WORK EXPERIENCE**

**Pharmacy Assistant | ASDA Nov 2018 to Nov 2019**

* Responsible for reception duties, receiving and processing out-patient prescriptions to the Pharmacist
* Provided care and support to patients and relatives when upset or agitated. Displaying empathy or using interpersonal skills to calm situations
* Responsible for telephone queries and processing payments for prescriptions, recording transactions within the computerised system
* Responsible for packaging ward drugs appropriately, with correct labels and logging delivery accurately on system
* Handled queries from staff, pharmacists and patients
* Delivered prescription drugs, obtaining correct authorised signatures

**Retail Sales Assistant | ASDA Nov 2017 to Nov 2018**

* Handled customer queries in friendly and professional manner, listening to customer requirements to ensure correct products sold
* Developed knowledge of fair trade, organic, local and GM-free produce
* Succeeded in meeting quality standards for services
* Responsible for stock control, negotiating and placing orders with suppliers
* Effectively dealt with customer complaints
* Responsible for ensuring shop displays and areas, clean, tidy and well-stocked
* Succeeded in working in busy environment, serving customers whilst preparing produce to meet delivery deadlines

**Care Assistant | Nethermoore Care Home March 2015 – March 2016**

* To provide personal care and support to Clients with a wide range of needs, illnesses and disabilities
* To provide light general household domestic duties, including housework and laundry, as detailed in the care plan or instructed by Management
* To provide companionship to the Client, actively talking and listening to them about their interests
* To maintain detailed accurate records in respect of care and medication support given and tasks undertaken
* To assist Clients to wash, bath and shower, dress and undress and to look after their skin, teeth, hair and nails
* To prepare food and drink for the Client, being aware of the Client’s choice, likes/dislikes, nutritional needs and cultural requirements
* To use manual handling equipment safely and correctly

**Childcare Worker | Killamarsh Bears Nursery Nov 2014 to Feb 2015**

* plan and supervise activities like arts and crafts, music and cooking
* help children to learn numeracy and language skills through games
* take part in singing, role play and storytelling with the children
* take the children on outings
* feed and change babies
* observe children and make notes to write reports
* make sure children are safe and well
* speak with parents, carers and other nursery staff

**QUALIFICATIONS**

Eckington Sixth Form - Level 3 Diploma (extended) Health and Social Care 2016

Eckington School - Level 2 Certificate GCSE IT 2014

Eckington School - GCSE Maths C

English C

Science C

French C

**INTERESTS**

In my spare time I enjoy walking in the countryside and finding local beauty spots. I enjoy taking my dogs with me as well.

**References available upon request**