



# MITCHELL SUSAN WANJALA

**E-mail:** mitchellesuzan165@gmail.com  
**Phone:** 0701399477/0740722499  
**Address:** 17, 50200 Bungoma  
**Date of Birth:** February 2, 1995  
**Gender:** Female

## SKILLS

1. Good communicational skills Good working skills

2. Good skilled in patient attendance.

3. Good working skills and stock taking

4. Ability to learn new skills and coordinate in a team work projects

5. Passionate in patients and their needs.

## LANGUAGES

English

Swahili

## HOBBIES

- 1. Networking and computing
- 2. reading and writing
- 3. caring for the sick and visiting them in homes
- 4. outreach to the world about good health

## EDUCATION

**Healthcare Assistant** Jan 2021 - Jul 2021  
Metropolitan medical college, Nairobi

**Computer skills** Aug 2018 - Feb 2019  
Christ the king college, Bungoma  
Studied computer and obtained a certificate of computer.am skilled in all computer tasks

**High school level** Feb 2010 - Nov 2013  
Brenda friends girls secondary school, Bungoma  
I joined secondary school and later after four years i attained certificate of completion of kenya secondary school.

**Primary level** Aug 2001 - Oct 2009  
Misiku R.C boarding primary school, Bungoma  
I obtained a certificate in kenya primary school.

## EMPLOYMENT

**Healthcare Assistant.** Jul 2021 - Feb 2022  
Metropolitan hospital Nairobi, Nairobi  
I worked as a nurse aid in all departments both surgical and medical ones and also including i.c.u and h.d.u departments.I also worked as a medical records and patient's porter in the same hospital.

**Nurse aide** Feb 2022  
Lifecare hospitals, Bungoma  
Am currently working here as a nurse aide responsible for both out patient and inpatients billing.I am also working in wards as a caregiver in general wards.

**General worker** Jan 2019 - Oct 2020  
Nalulingo agrovet and pharmacy, Webuye  
Selling items to the clients and parking them their items.sometimes i do deliver to their destinations.

- 5.watching health diaries.
- 6.Travelling to learn more on my free time.
- 7.Learning on patient's proper hygien.
- 8.Checking on patients health and vitals to ensure they are well
- 9.Visiting sick and elderly people
- 10.Good parenting

## QUALITIES

### ■ CAREER OBJECTIVES

I am a friendly and outgoing health care assistant with passion for taking care of the patients and equipment in hospital.my studies and and my previous work experience have all been in this areas, and am currently looking to progress my career in a more challenging role.I have excellent communications skills which have enabled me build strong relationships with patients, colleagues and my employers.I have the excellent abilit

## INTERNSHIPS

### General worker

Metropolitan hospital Nairobi, Nairobi

May 2021 - Jul 2021

## REFERENCES

Geofrey magembe

Metropolitan college, Nairobi

0734 382477, N/A

Isaiah wafula

Chist the king college, Bungoma

0718 764826, N/A

Edith wanjala

Lifecare hospitals, Bungoma

0717720905, edithwanjala@gmail.com

Naphtalie kibet

Metropolitan hospital, Nairobi

0724 052741, N/A

## ACHIEVEMENTS

Analyse all products through various stages of production to ensure optimal level of quality and maintain optimal cleanliness. materials and products.

Coordinate with Manager and perform all general duties.

Bungoma





'Your Partners in Health'

# Certificate

This is to certify that

**MITCHELL SUSAN WANJALA**

having satisfied the prescribed course of study and passed the required examinations  
has been awarded certificate in

**HEALTHCARE ASSISTANT COURSE**

on

This 25<sup>th</sup> day of June year 2021.

A handwritten signature in black ink.

Training Coordinator

MHN/HCA/445/2021

A handwritten signature in black ink.

Head of Nursing

# CATHOLIC DIOCESE OF BUNGOMA

## CHRIST THE KING COMPUTER COLLEGE

### CENTRE FOR PROFESSIONAL EXCELLENCE AND INTEGRITY.

P.O BOX 978-50200  
BUNGOMA  
KENYA



Tel: 055-30161

#### CERTIFICATE OF EXCELLENCE

*This is to certify that* MICHELL SUSAN WANJALA

*Attended computer training with our college between 4<sup>TH</sup> OCT 2018 and 14<sup>TH</sup> DEC 2018. She successfully completed the following Modules:-*

<u>MODULES</u>	<u>GRADE.</u>
INTRODUCTION TO COMPUTERS	DISTINCTION
MICROSOFT WINDOWS	DISTINCTION
MICROSOFT WORD	DISTINCTION
MICROSOFT EXCEL	DISTINCTION
MICROSOFT ACCESS	CREDIT
MICROSOFT POWERPOINT	DISTINCTION
MICROSOFT PUBLISHER	DISTINCTION
ADOB PAGE MAKER	CREDIT
INTERNET AND EMAILS	DISTINCTION
KEYBOARDING	DISTINCTION

**CERTIFICATE NO** CTKC 1003

**TUTOR**

Signature Fr. J. M. Mwangi

**Fr. IN-CHARGE**

Signature Fr. C. Wanyama

*This certificate was issued without any erasure or alteration whatsoever.*