



# MITCHELL SUSAN WANJALA

✉ mitchellesuzani85@gmail.com  
☎ 0701399477/0740722499  
🏠 17, 50200 Bungoma  
📅 February 2, 1995  
♀ 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 homecares
- 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  
Misikhu 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  
Nalulungo agrovet and pharmacy, Webuye  
Selling items to the clients and parking them their items. sometimes i do deliver to their destinations.

I consent to the processing of my personal data for the purpose of recruitment for the position to which I am applying.

- 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 my previous work experience have all been in this area, and I 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 ability

## INTERNSHIPS

### General worker

Metropolitan hospital Nairobi, Nairobi

May 2021 – Jul 2021

## REFERENCES

Geofrey magembe

Metropolitan college, Nairobi  
0734 382477, N/A

Isaiah wafula

Christ 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

**MITCHELLE 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.

MHN/HCA/445/2021

Training Coordinator

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













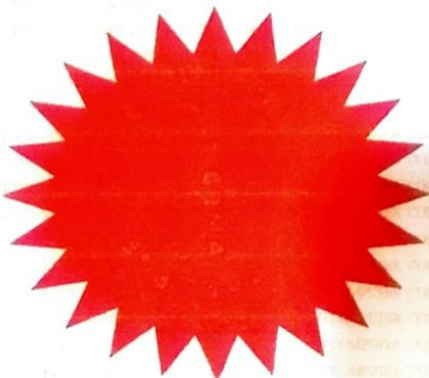
Tel: 055-30161

### *CERTIFICATE OF EXCELLENCE*

*This is to certify that* MITCHELL 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
 ADOBE PAGE MAKER	CREDIT
 INTERNET AND EMAILS	DISTINCTION
 KEYBOARDING	DISTINCTION



CERTIFICATE NO CTKC 1003

TUTOR

Signature 

Fr. IN-CHARGE

Signature 

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