

University of Wales
Trinity Saint David
LONDON

Module: Changemakers: Building your
Personal Brand for Sustainable Employment

Module Code: BMHP5015

Assignment Title: Assessment 1 Online
Portfolio

Lecturer: Annette Helliwell

Student Name: Miss Flavia Apio

Student Number: 2023550

Introduction

This is an Online Portfolio that we were asked to contribute to online activities that can incorporate into our assessment output. It also contain a professional Health and Social Care CV for the future career ambitions, a cover letter for applying for a job, based on my plans for the future and a “pitch” to convince a company to accept my proposal for a TV series.

Miss Flavia Apio

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Personal Profile

I am an enthusiastic and resourceful person, who is able to perform effectively when working alone or as member of a team. I am methodical, organised and target driven and always strive to achieve the highest possible standards. A strong communicator who interacts easily with others, I consider myself to be a supportive team player. I have proven customer experience both by phone and customer facing. I am confident, proactive and flexible when facing challenges and when required to problem solve, relying on my initiative. As a keen learner I can quickly grasp and put new skills and procedures into practice. I am eager to undertake training which would enable me to expand my skills base and fill skills gaps as necessary. I am frequently asked to organise the filming of social event connected to church I attend.

Key Skills

- Strong communication and interpersonal
- Good organisation: Task and time management skills and experience
- Good IT skills: MS Excel, MS Access and Basic PowerPoint Presentation
- Strong customer service skills
- Education

Education

- University of Wales Trinity Saint Davids, London, SW9 6EJ Feb 2023-
Current

Bachelor of Science, Health and Social Care
(BSCHSCSH-LI)

- University of Wales Trinity Saint Davids, London, SW9 6EJ Feb 2022- Feb
2023

Certificate in Higher Education, Skills for the workplace (Health and Social Care)
(CERTHESWHSSH-LI)

- Harrow College, Middlesex, HA3 6RR Sept 2008
– July 2009
- BTEC Intro in Business, Retail and Administration
- English Literacy L2
- Numeracy L2

**Bushey Hall School, Hertfordshire WD23 3AA
2006**

Sep 2004 – Jul

- Maths (D), English Language (D)
- English Literature (D), Science (A)
- Business Studies (C), DT Graphics (D)
- Religions Education (A)

(All subjects studied at GCSE level)

Employment History

Hammersmith Hospital, London, W12 0UHS Sep 2016 – current

Dialysis Support Worker

- Maintaining patients' privacy according to legislation and guidelines
- Promoting independence and encouraging a healthy lifestyle
- Checking pre and post weights of patients
- Accurately Monitoring and recording Blood Pressures during Dialysis

Watford General Hospital, Hertfordshire, WD18 0HB Oct 2014 – Sep 2016

Care Assistant

- Interaction with patients, family members, and carers
- Aiding with clinical responsibilities
- Personal care, such as infection control and prevention.
- General security, assurance, and comfort of patients.

Traveling, Worldwide

2026

March 2010 – Jun

**Brunswick Court Bupa Care Home, Hertfordshire, WD17 4JB Nov 2008 – Jan
2010**

Care Assistant (Part Time)

- Support residents with personal care
- Observing and filling in residents care plan
- Serving food and drinks and feeding residents
- Admitting new residents and completing relevant forms and procedures
- Welcoming visits/family of residents
- Escorting residents to doctors appointment.
- Making and answering phone calls.

Miss Uganda (UK), London, EC1V 7PR

Dec 2008

– June 2009

Part-time Secretary

- General administration including photocopying, faxing, and electronic and manual filing.
- Collating information on documents such as personal files
- Fielding incoming phone calls concerning customer queries and in person as first point of contact.
- Daily management: Manual and electronic daily management, scheduling appointments
- Booking meeting and training clubs
- Issuing of parking permits both for staff and Contestants on Access
- Dealing with incoming and outgoing post and faxes and prioritising accordingly as well as distributing to the relevant sections

**Miss Uganda (Uganda), Kampala, Uganda
Sept 2009**

June 2009 –

Contestant Manager

- Training contestants (communication, catwalk, eye contact etc)
- Auditioning and recruiting contestants
- Liaising with contestants both on the phone and in person
- Typing letters and memos and dealing with mail outs to contestants
- Undertaking all relevant administrative duties including filling and photocopying

Hobbies and interest

I have an active interest in the fashion and media; I regularly attend fashion shows and amateur media projects with friends and college mates. I am frequently asked to organise the filming of social event connected to church I attend. I also like to read novels, magazines and newspapers in my spare time. I also enjoy listening to a range of musical genres including contemporary soul, gospel as well as contemporary and traditional African music.

References available upon request.

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25th July 2023

Mrs Maura Appleby

Manager

Roslyn Court Residential Care Home

13 Roslyne Road, London SW11 3TP

I am writing you about the vacancy for the Deputy Manager role at your valued company. I'm happy to submit my resume because my eight-plus years of expertise and skill set match your requirement.

The details of my education, training, and talents are detailed in the résumé that is attached, but the highlights of what I can bring to your business are listed here. I am very familiar with all the Microsoft Office programmes, including Word, Excel, Outlook, and many others. I will shortly hold a degree in Health and Social Care from a reputable university. I've learned how to collaborate productively with people at different organizational levels thanks to my prior experience. I now know how to inspire employees to do their best work while upholding a pleasant work atmosphere. I can read, write, and communicate vocally in a professional manner, and I have excellent communication abilities. Along with managing expenses, creating reports, and training staff, I also have experience working with company budgets.

Highlights of my experience include –

- I have been awarded with best of employee of the month.
- I have organised lots of social events at work for the residence and staff such as leaving/retirement, birthdays, St Patricks' parties which brought together all staff members to work together and enjoy it.
- I have worked employ off duty rosters which are very flexible and efficient.
- I am a meticulous person who constantly aspires to excellence.

I think my eight years of experience will be sufficient to suit your needs for the job of Deputy Manager. I am certain that my capacity for team leadership and motivation, my excellent organizational abilities, and my capacity for strategic thinking and solid decision-making equip me to serve as a successful deputy manager, and I eagerly

await the chance to further discuss this with you. I've had experience setting up timetables and giving the teams that are on duty assignments. I also possess the abilities to assist in the creation of plans and strategies for both immediate and long-term projects, as well as to aid in their implementation inside the business.

Even though this job can occasionally be highly demanding, I always try to keep a positive and welcoming attitude. I have an outgoing attitude that is also friendly, which makes working in management positions simple for me. I'm also very good at negotiating, time management, making decisions, and solving problems. Thus, I would be delighted to talk more in-depth about the position and my work experience during an interview for this post. Kindly let me know if you need any additional information from my end.

I appreciate your forethought in advance.

Sincerely,

Miss Flavia Apio

A pitch for a TV Series on Healthy Eating

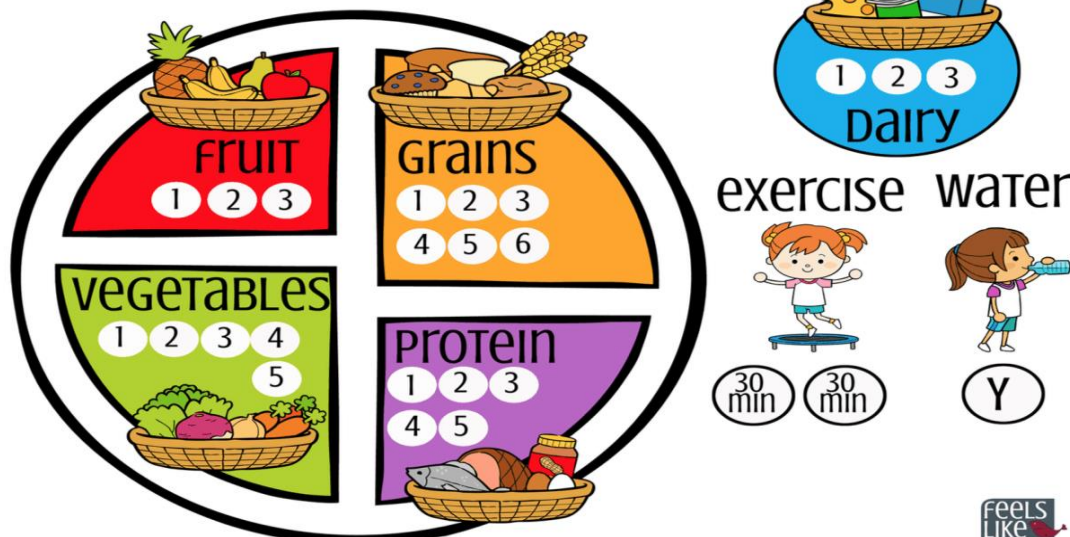
Hello, my name is Flavia Apio and I am currently pursuing a degree in Health and Social Care at the University of Wales Trinity Saint Davids. I work as Dialysis Support worker at Hammersmith Hospital in London. I have seen and supported so many Patients who have lost their Kidneys due to poor diet, obesity and are type 1 diabetic. Some of my strengths are communication skills, patience, people skills and leadership skills. I have helped very many patients with their renal diet plans and advice. Do you have any nutritional/health goals?

I am here to pitch to you about a TV series that I am planning to produce on a weekly basis. It will look at different ways of getting fit and healthy. It will also help to change the viewers' lifestyle in general. I will be suitable for both children and adults and will be broadcast live on TV every Sunday at 3pm. It will bring healthy lifestyle advice from different people, Nutritionist, dieticians, doctors, chefs, fitness trainers etc. There will also be lots of giveaways and audience participation both in studio and online.

In Britain, 27% of adults are obese and two-thirds are overweight, according to (NHS England n.d.). People from low socioeconomic areas, where the percentage of obesity is double that of less impoverished places (36% against 20%), are disproportionately negatively impacted by poor diet.

The risk of at least 13 distinct types of cancer, including colon cancer, endometrial (uterine), breast, and breast cancer in postmenopausal women, is increased using unhealthy foods and beverages, which can also lead to weight gain, obesity, and other chronic illnesses. (CDC, 2022)

MY HEALTHY CHECKLIST



BASED ON 1,800 CALORIES PER DAY

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Keeping a rigorous diet, maintaining an impossible degree of thinness, or denying oneself of your favourite foods are not the goals of healthy eating. Instead, it focuses on improving your energy, attitude, and health while still making you feel great. As

the foundation of a balanced diet, real food should always take precedence over processed food. Eating food as naturally as possible can have a significant impact on how you feel, look, and think. (HelpGuide.org, 2023).



- Fruits, vegetables, whole grains, milk with little to no fat, and dairy products
Among the many foods high in protein are shellfish, lean meat and poultry, eggs, legumes (beans and peas), soy products, almonds, and seeds.
- Salt, saturated fats, and added sweets in a low cholesterol diet.
- Always respects your daily calorie requirements (CDC, 2023).

A balanced diet may help avoid some long-term (chronic) illnesses like diabetes, heart disease, and stroke. Additionally, it may help you keep a healthy weight and reduce your chance of developing several cancers. (Patient, 2023).

“By choosing healthy over skinny you are choosing self-love over self-judgement.” – Steve Maraboli

Healthy does not equate to thin. Each of us has a unique set of genes, body type, and shape. Eat well, stay active, and try to reduce your stress. Whether you are thin or not, you will be in better form than you were when you were eating poorly and not exercising. (Stylecraze, 2023).

This TV series will aim to get its funding through advertising and commercials, subscriptions, sponsorship and merchandise sales.

Conclusions

This pitch is to inform all stakeholders, viewers, Televisions centres, production houses about the need to have a TV series that brings about a topic that is educational, fun and life changing. A healthy lifestyle show that will encourage all viewers to take precautions of the life.

Reference List

1. CDC, (2022), *Poor Nutrition*. Available at: <https://www.cdc.gov/chronicdisease/resources/publications/factsheets/nutrition.htm#:~:text=Consuming%20unhealthy%20food%20and%20beverages,in%20postmenopausal%20women%2C%20and%20colorectal> (Accessed: 08/09/2022)
2. CDC, (2023), *Healthy Eating for a Healthy Weight*. Available at: https://www.cdc.gov/healthyweight/healthy_eating/index.html#:~:text=Emphasizes%20fruits%2C%20vegetables%2C%20whole%20grains,%2C%20trans%20fats%2C%20and%20cholesterol.
3. NHS England, (n.d), *Food and nutrition*. Available at: <https://www.england.nhs.uk/ahp/greener-ahp-hub/specific-areas-for-consideration/food-and-nutrition/#:~:text=Two%2Dthirds%20of%20the%20British,%25%20compared%20to%2020%25>). (Accessed, n.d).
4. HelpGuide.org, (2023), *Healthy Eating*. Available at: <https://www.helpguide.org/articles/healthy-eating/healthy-eating.htm> (Accessed: 01/03/2023)
5. Stylecraze, (2023), *Top 24 Healthy Food Quotes To Inspire You*. Available at: <https://www.stylecraze.com/articles/slogans-on-healthy-food/> (Accessed: Jul 8, 2023)
6. Photo of my health checklist is by Unknown Author is licensed under CC BY-NC-ND
7. Patient, (2023), *Healthy Eating*. Available at: <https://patient.info/healthy-living/healthy-eating> (Accessed: 16 Sep 2020).