



Student Name: Theresa
Titilope Sadiq

Student ID: [2510313]

Assessment Title: Component One Mock Interview

Module Name: [Employability and Career Development]

Module Code: [LCLM4005]

Lecturer's Name: [Olu Adegbite]

JOB ADVERT

Adult Social Care Improvement Project Manager

Employer[Staffordshire County Council](#)**Location**

Stafford place 1

Salary

£45,091 - £49,282

Closing date

2 Jun 2026

Reference

staffscc/TP/78/4309



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Job Details

Company

Staffordshire is the beating heart of the county – we want our county to be innovative, ambitious, and sustainable; a place where everyone has the opportunity to prosper, be healthy, and be happy.

With this in mind, we are passionate about improving quality and performance within Adult Social Care. This exciting opportunity sits at the heart of our transformation journey and will lead the management and delivery of improvement projects across Health and Care, supporting real change where it matters most – for the adults we support and the practitioners who work with them every day.

We know that successfully implementing a new system in Adult Social Care is about much more than technology. It's about people, practice, and culture. We need someone who is genuinely passionate about Adult Social Care and motivated by supporting social work teams to adopt new ways of working. Someone who can work alongside practitioners, build trust, translate system change into meaningful practice improvements, and help make this transition engaging, positive, and confidence-building.

This role will play a key part in safely supporting frontline teams as they transition from our existing system to the new one, helping to embed new ways of working that strengthen practice, improve outcomes, and enhance the experience for both staff and the people we support.

We now have a vacancy within the Adult Social Care Improvement Team for one fixed-term post (12 months) to support this critical aim. This is a fantastic opportunity for someone who thrives on change, enjoys working with frontline teams, and wants to make a tangible difference to Adult Social Care in Staffordshire.

Main Responsibilities

You'll be:

- Working closely with our operations managers, commissioners, and senior leaders, you'll be responsible for managing the coordination of adult social care changes as part of the wider programme of work to implement the new system.
 - Ensuring products are delivered on time and to a high standard.
 - Developing resourced plans to ensure that appropriately skilled service resource is allocated to the key milestones of the project.
 - Data migration, User Acceptance testing, configuration, training and business readiness for "go-live".
 - Engaging with front line teams to gain their feedback and views of the proposed changes.
 - Understanding and managing risks and escalating issues for resolution.
 - Facilitating workshops with managers and front-line staff to design solutions and plan delivery.
 - Drafting updated guidance and delivering communications to embed the new ways of working within teams.
 - Passionate about promoting improvement in Adult Social Care, work collaboratively with
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The Ideal Candidate

You will:

- be an inspirational team worker with experience in initiating and leading improvement projects.
- have valuable knowledge of Adult Social Care; and experience of working in local government and health would be an advantage.
- have skills in co-designing solutions to implement and embed change.
- have excellent planning and project management skills.
- be confident working across organisational boundaries, influencing and negotiating with project team members to ensure deadlines are met.
- be a superb communicator.
- have high level of personal drive and integrity, you'll be committed to proactively solving problems and developing innovative solutions to improve outcomes.

Please note: Our service operates Monday-Friday 8.30-17.00

MY CV

THERESA CV NEW.docx **Personal Profile**

THERESA T SADIQ

07487687702

tsadiq16@gmail.com

A competent support worker was highly experienced in caring for older people. I have experience with learning and physiological disabilities. I have worked in various medical establishments, Hospitals, residential care homes, nursing homes, and supported living, as well as with clients living in their own homes, for 15 years. I am reliable, dependable, and confident with excellent communication skills. I am also flexible, creative, and self-motivated, with an exceptional passion for delivering quality care and service. I have a clear understanding of safeguarding vulnerable adults and young people. I am available to work extra hours to cover shifts. I am currently looking to develop my career with progression and training opportunities. I am available to start work immediately.

Key Skills

Medication administration, Health monitoring, Safety compliance, Risk assessment, Safety checks, Safeguarding knowledge, Care plan management, Individualised care planning, Client relationship management, Patient interaction, Meal preparation, Emotional support

CURAM PROFESSIONAL CARE 2022 TO DATE

Live-in carer

I am used to recording all relevant information for other members of the care team and family members. I often liaise with other healthcare professionals to ensure that appointments and medication go smoothly.

Sorting out official documents 2020 -2022 (to be discussed)

ADONAI HEALTHCARE SERVICES OCT 2019 - APR 2020

- Assess the client's well-being
- Communicate with nurses
- Assisted with clinical tasks
- Adhered to the manual handling procedure
- Daily observations on clients. Blood pressure and glucose monitoring

ISS Facilities Apr 2018 Jan 2020

- Office cleaning
- Emptying bins

- Mopping and dusting

Health care assistant (Agency) Apr 2013 – Mar 2017

- Assisted with clinical tasks
- Adhered to the manual handling procedure
- Daily observations on clients. Blood pressure and glucose monitoring
- Assess the client's well-being
- Communicate with nurses

GATEWAY HOMECARE SERVICE Jan 2011 – March 2013

I was working under the indirect supervision and guidance of a Registered Nurse to implement nursing care with a group of service users with mental health problems.

Participating in assessing service users' mental and physical health, promptly reporting observations to the Nurse in charge.

Providing care under individual service users' care plans.

Supporting service users to undertake activities that are designed to help them towards recovery and to regain independence.

Assisting service users in maintaining their dignity, privacy, and choice, treating them with respect at all times.

Acting as an escort to service users when off the ward at the discretion of the Nurse in charge.

Working as part of a team, exchanging appropriate information with service users, carers, and other team members regularly.

ALLIED HEALTHCARE SERVICES

CARE ASSISTANT (FEB. 2008 – DEC. 2010)

RESPONSIBILITIES:

Provided daily routine activities for service users, such as toileting, shopping, etc.

Assisted with personal patient care, e.g., bed baths and feeding.

Assisted with washing, dressing, preparing breakfast, and administering medication.

Assisted the service user with washing and dressing and checked that the incontinence pad was in place. Ensuring residents' nursing, personal, and psychological needs are met daily. Maintaining a stimulating and attractive environment for Service Users.

Participating in the basic nursing care of the service user, under the supervision of trained staff, e.g. bed-bathing, pressure area care, mouth care, eye care.

Change beds, tidy residents' rooms, and do light cleaning. Help serve meals and drinks, feed residents who are unable to feed themselves, and ensure that each resident receives the meal or diet that they have requested and is suitable for their needs.

Assisted with personal patient care, e.g. bed-bathing and feeding

Frequent processing of service users' property and valuables, ensuring accurate documentation where appropriate

Promoted and monitored adherence to Health and Safety and Trust policy designed to protect healthcare staff and service users from known hazards.

Hobbies and interest

I enjoy cooking a wide variety of meals for family and friends. I love to travel around the world.

References are available on request.

COVER LETTER

Staffordshire County Council

Theresa Sadiq

Tsadiq16@gmail.com

07487687702

11/06/2026

Dear Hiring Manager,

I am writing to express my strong interest in the Adult Social Care Improvement Project Manager position with Staffordshire County Council. With a proven record of accomplishment in service improvement, change delivery, and cross-functional project coordination within health and social care settings, I am excited by the opportunity to contribute to your transformation ambitions and support better outcomes for adults, families, and practitioners across Staffordshire.

Your commitment to strengthening quality, performance, and practice across Adult Social Care aligns closely with my professional values. I am particularly drawn to this role's focus on enabling cultural change, supporting operational teams, and ensuring that improvements are meaningful, sustainable, and coproduced with the people who use services. I thrive in environments where collaboration, communication, and evidence-based decision-making is central to success.

In previous roles, I have successfully delivered improvement projects that required detailed planning, stakeholder engagement, and the coordination of multidisciplinary teams. My experience includes supporting digital transformation, facilitating workshops, mapping processes, developing guidance, and ensuring business readiness for new systems and ways of working. I am confident in my ability to support the implementation of Staffordshire's new Care Management System by coordinating user acceptance testing, supporting data migration activities, and ensuring that frontline teams feel prepared, supported, and confident.

I bring strong analytical skills, a proactive approach to problem-solving, and the ability to translate complex information into clear, accessible messages for diverse audiences. I am comfortable working with senior leaders, operational managers, commissioners, and external partners, and I pride myself on building positive relationships that support shared ownership of change.

What motivates me most about this role is the opportunity to make a tangible difference to people's lives by improving the systems, processes, and culture that underpin high-quality adult social care. I would welcome the opportunity to bring my energy, commitment, and improvement expertise to Staffordshire County Council.

Thank you for considering my application. I would be delighted to discuss how my experience and approach align with your needs.

Yours sincerely,

Theresa Sadiq