

Assignment Title: tasks and cv

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Task 1

Shakeel hussain

I am applying for the position of a Nurse. I am a very passionate. A person who can multitask things. I am interested tighting up with this company. I am willing to learn new things from my field.

EXPERTISE

Leadership



Ability to train, coach and mentor



Defining and Implementing Plans



Communication Skills



CAREER OBJECTIVE

Seeking a position as Nursing Director with a reputable company in which my skills and knowledge can help further the development of the company.

EDUCATION

Degree in English ,

Mathew Bolton college

RELEVANT SKILLS

- Wide experience in contract management and execution.
- Familiar with leading a clinical element supporting organizational achievement of accreditation by a national accreditation body.
- Familiar with basic human resource functions.
- Exceptional knowledge of laws and regulations governing health information.
- Profound knowledge of therapeutic, physical, psychosocial, spiritual, cultural, and developmental needs for a select category of patients.
- Deep knowledge of the Community's philosophy and objectives.
- Huge knowledge of current regulatory standards.
- Proficient in personal computers and standard office software, including Microsoft Office and Outlook.



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TASK 2

Dear Hiring Manager,

I am excited to submit my application for the male nurse position at your hospital. As a registered nurse with experience in various clinical settings, I am confident that I possess the skills and knowledge required to excel in this role.

My passion for nursing began when I was a young boy, watching my mother care for my grandmother during her battle with cancer. Witnessing the compassion and dedication that my mother demonstrated in caring for my grandmother inspired me to pursue a career in healthcare.

Since then, I have gained valuable experience working in hospitals, clinics, and long-term care facilities. I have had the opportunity to work with patients from diverse backgrounds and with a wide range of health conditions. I am skilled in assessing patient needs, administering medication and treatments, and providing emotional support to patients and their families.

One of my strengths as a male nurse is my ability to establish strong relationships with male patients. Many men feel more comfortable discussing sensitive health issues with a male nurse, and I pride myself on my ability to build trust and rapport with my patients. I also have experience working with male patients who may be reluctant to seek medical care due to cultural or social norms. In addition to my clinical experience, I am committed to ongoing professional development. I am currently pursuing a Public health and social care degree, which has provided me with a deeper understanding of healthcare systems and policy.

I am excited about the opportunity to bring my skills, experience, and passion for patient care to your hospital. Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to your team.

Sincerely,
S Hussain

TASK 3

SWOT Analysis for Professional Development

Strengths: • Strong communication and interpersonal skills • Ability to adapt to new situations and learn quickly • Organized and efficient in managing tasks and projects • Strong problem-solving and critical thinking skills	Weaknesses: • Lack of formal training in certain areas (e.g. project management) • Tendency to take on too much at once, leading to burnout • Can be overly self-critical and perfectionistic at times • Limited experience working in cross-functional teams
Opportunities: • Attend industry conferences and networking events to expand professional network • Pursue additional certifications or training in project management or other areas of interest • Seek out opportunities for cross-functional collaboration within current organization • Volunteer for leadership roles in professional organizations	Threats: • Rapidly evolving industry trends and technologies may require ongoing education and training • Limited job growth opportunities in current geographic area • Competition from qualified candidates for desirable job opportunities • Economic or political changes that impact job security or salary expectations

Personal Development Plan

Goal 1: Develop Project Management Skills

1. Identify areas for improvement in project management skills through feedback from colleagues and self-reflection
2. Attend project management courses or workshops to learn new project management techniques and tools
3. Apply new skills to current projects by taking on project management roles or leading small projects
4. Seek mentorship from experienced project managers to gain insights and guidance for further developing project management skills

This goal focuses on developing project management skills, which is a critical skillset for many professions. Similar to the previous goals, this goal is also a SMART goal and can be tracked and evaluated over time to measure progress.

Goal 2: Expand Industry Knowledge

1. Read industry publications and blogs to stay up-to-date with industry trends and innovations
2. Attend industry conferences and events to learn from experts in the field and build professional network
3. Participate in webinars and online courses to deepen knowledge in specific areas of interest or expertise
4. Apply new industry knowledge to current projects or brainstorm new ideas for innovation and growth within current organization.

Measurable goal for Goal 2 could be "Read at least one industry publication or blog post per week for the next year." By setting clear and measurable goals, progress towards professional development can be tracked and evaluated over time.

TASK 4

As someone who is currently studying Public Health and Social Care, I am excited to apply for the nurse position at your organization. While I am not a nurse at present, I am confident that my education, personal strengths, and professional skills make me a strong candidate for the role.

My education has provided me with a broad understanding of the healthcare system and the social determinants of health. I have gained valuable knowledge in areas such as epidemiology, health policy, and health promotion, which I believe will be useful in providing holistic care to patients. Additionally, my studies have given me a solid foundation in the ethical and legal aspects of healthcare, which I believe will be valuable in providing safe and effective patient care.

As a person, I possess several personal strengths that I believe would make me an asset to any employer. Firstly, I am highly compassionate and empathetic, which allows me to connect with patients on a personal level and provide them with the best possible care. I am also an excellent communicator, both with patients and other healthcare professionals, which enables me to work efficiently and effectively as part of a team. Additionally, I am highly organized and detail-oriented, which allows me to stay on top of multiple tasks and prioritize patient care effectively.

While I do not have formal nursing experience, I have gained valuable experience working in healthcare settings. I have volunteered in hospitals and clinics, where I have assisted with patient care and observed nurses in action. Additionally, I have worked as a healthcare assistant, where I provided support to patients and healthcare professionals in various settings. These experiences have given me insight into the challenges of healthcare and the importance of teamwork in providing effective patient care.

My primary career aim is to become a registered nurse and make a positive impact in the lives of patients. I am committed to providing patient-centered care and working collaboratively with other healthcare professionals to achieve the best possible

outcomes for patients. Additionally, I am motivated to continue to learn and grow as a nurse and explore various areas of nursing, such as community health and public health.

In terms of why I believe my education, personal strengths, and professional skills would be of value to an employer, I can offer several reasons. Firstly, I am highly committed to providing the best possible care to my patients, and I believe that patient-centered care is essential to achieving this goal. Secondly, I am highly skilled in working collaboratively with other healthcare professionals, which allows me to provide seamless and effective care to my patients. Lastly, I am highly motivated to continue to learn and grow as a nurse, which ensures that I will be able to provide the most up-to-date and evidence-based care to my patients.

In conclusion, while I am not a nurse at present, I believe that my education, personal strengths, and professional skills make me a strong candidate for the nurse position at your organization. I am highly committed to providing the best possible care to patients and working collaboratively with other healthcare professionals to achieve this goal. Thank you for considering my application, and I look forward to the opportunity to contribute to your team.

TASK 5

My recent presentation assessment was an interesting and educational experience. It allowed me to reflect on my own public speaking strengths and weaknesses, as well as the quality of my work. The lecturer's feedback was generally positive, which gave me more confidence for future presentations. They praised my ability to engage the audience through eye contact and body language, while also pointing out some areas where I could have improved, such as using more visual aids or expanding on certain points within the presentation itself.

Overall, it felt like a valuable learning experience for me; not only did it help me build confidence, but it also taught me how to improve on what may appear to be minor flaws when presenting information publicly or professionally. This feedback encourages me because it shows that I am making progress in developing strong presentation skills, which will help me succeed in both academic and professional settings. Furthermore, having an experienced person point out specific areas for improvement has been extremely beneficial in refining my approach to effectively presenting information on any topic or subject matter. Furthermore, I gained insight into how others perceive presentations differently than myself, so that these aspects can be taken into account when preparing materials ahead of time the next time!

There are definitely some things that need to be addressed going forward if this is something that will be done on a regular basis, such as better organisation skills (e.g., having all slides prepared ahead of time) or taking extra care over details like font size/colour, etc. Furthermore, while engaging with an audience is important during any type of speech/presentation, one should never lose sight of their own performance - ensuring they're confident enough in themselves before beginning would go a long way towards ensuring everything goes smoothly!