

MS . SET MAR KYAW

Apply Position : Healthcare Assistant
: Community Care Associates
: Senior Care Support Associate



PERSONAL DETAILS

- ❖ Gender : Female
- ❖ Date of Birth : 09 Dec 1990
- ❖ Nationality : Myanmar
- ❖ Religion : Buddhist
- ❖ Marital Status : Single
- ❖ Weight : 47 kg
- ❖ Height : 153 cm
- ❖ Passport Number : MK465166
- ❖ Passport Expiry Date : 20 April 2031
- ❖ Language Proficiency : Fluent in English , Myanmar

CONTACT INFORMATION

- ❖ Phone : +65 8743 3062
- ❖ Email : setmarkyaw1990@gmail.com
- ❖ Address : 625A Woodlands Drive52, Singapore731625, #07-45

OBJECTIVE

- ❖ A proficient professional with a clear goal to ensure continuous learning for developing professional career path and to get these opportunities from this job and I expect that my abilities and skills will be useful for the job.

ABILITY

- ❖ Good Health Care Skill and Knowledge
- ❖ English Fluently
- ❖ Good communication and interpersonal skill
- ❖ Honest , Hard work , patient and punctual
- ❖ Can work efficiently in a group as well as an individual
- ❖ Positive attitude and adaptability to change
- ❖ Able to work effective in a multi-cultural environment

EDUCATION BACKGROUND

- ❖ Bachelor of Arts (B.A - English)
- ❖ Healthcare Assistant Training Course 2017 (Myanmar)
- ❖ ITE Skills Certificate in Health Care (home Care 2020 Singapore)
- ❖ Certificate of Participation Community Care Associate Programmed (Renci Hospital)
- ❖ WSQ Higher Certificate in Healthcare Nursing (NTUC learning Hub – June 2026)

AWARDS

- ❖ Singapore Health Quality Service Awards (2020)

WORKING EXPERIENCE

- ❖ **Position : Nursing Aid**
- ❖ **Workplace : (Asia Royal Hospital)**
- ❖ **Duration : 2017-2018**

- ❖ **Position : Healthcare Assistant**
- ❖ **Workplace : (Econ Nursing Home and Medical Care Centre)**
- ❖ **Duration : 2018 - 2022 (4 years and 7months)**

- ❖ **Position : Community Care Associates**
- ❖ **Workplace : (Woodland Health Renci Nursing Home)**
- ❖ **Duration : 2022 Nov – April 2026**

- ❖ **Position : Senior Care Support Associate**
- ❖ **Workplace : NUH**
- ❖ **Duration : May 2026 - Present**

DUTIES & RESPONSIBILITIES

- To oral hygiene care and personal hygiene
- To shower and changed diaper to the patients
- To distribution food for the patients
- To feed patients
- To do activity exercise with the patients
- To monitor patients vital signs and record
- To check hypocount to the patients
- Is the patients need to suction , undertake for the patients
- NGT tube feeding
- To medication given to the patients and feeding
- Change wound dressing to the patients
- To monitor patient vital sign any abnormalities informed to the staff nurses tp patients good lifting and transferring
- To drained urine
- Every two hours turning position to the patients
- To keep in confidential all information related to the patients
- To undertake the role of health attendant when none is on duty
- To undertake any other responsibilities delegated to by the word no or staff nurse in charge

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Dear Hiring Manager,

May introduce myself , my name is Ms. Set Mar Kyaw . With a strong background in patient care and a passion for contributing to the well-being of others, I am eager to bring my skills and dedication to your team.

In my previous roles, I have gained valuable experience in delivering high-quality care to patients. My responsibilities included:

- ❖ Assisting patients with daily activities, such as bathing, dressing, and eating, ensuring their comfort and dignity.
- ❖ Monitoring and recording vital signs to support accurate medical evaluations.
- ❖ Maintaining clean and organized patient environments to promote health and safety.
- ❖ Supporting medical professionals during procedures by preparing equipment and providing assistance as needed.
- ❖ Communicating effectively with patients and their families, offering empathy and clear information to foster trust.
- ❖ Ensuring compliance with healthcare protocols and standards to deliver the highest level of care.

I take pride in my ability to work effectively in fast-paced, dynamic environments, always prioritizing patient care and well-being. My compassionate nature, attention to detail, and commitment to teamwork have consistently enabled me to build positive relationships with patients and colleagues alike.

I am excited about the opportunity to contribute to a healthcare setting where I can continue to make a meaningful difference in patients' lives. I would welcome the chance to discuss how my skills and experiences align with the needs of your team.

Thank you for considering my application. I look forward to the possibility of contributing to your organization's mission and values.

Yours sincerely,

Set Mar Kyaw