

# HANNA F. CONUI

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## PROFILE

Service-focused and client advocate that ensures consistent delivery of quality service to clients across different cultural and social backgrounds. A motivated, result-driven individual with excellent relationship management skills honed through experiences as a social worker. Efficient in high-stressed situations; dynamic team player with well-developed written and verbal communication abilities.

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## WORK EXPERIENCE

### Personal Support Worker

October 2022- Present

*Goguen Residences*

- Meal preparation, housekeeping, running errands, medication reminders, personal care and companionship
- Transport patients by wheelchair or stretcher for treatments or procedures;
- Make beds, clean patient rooms, and sanitize devices
- Accompany patients for recreational activities and perform duties related to patient care and comfort

### Direct Support Specialist

November 2022- Present

*CBI Health*

- Supporting clients with community involvement and independence to optimize the individual's quality of life
- Assisting and teaching daily living activities and life skills to promote self-esteem and well-being
- Daily documentation and reporting
- Medication Administration (as delegated)
- Managing challenging behaviours and situations using CPI knowledge and principles
- Supporting clients with varied levels of personal care (e.g., hand-over-hand, full support, etc.)
- Assisting with household activities and chores
- Other responsibilities as assigned

### National Government Agencies (NGA) Partnership Focal Person

June 2017-September 2022

*Department of Social Welfare and Development-Government Agency*

- Responsible for the coordination and networking with other key stakeholders and church organizations to augment the provision of support services for clients of the program
- Formulated company policies and guidelines
- Coordinated partner regional lined agencies in providing our clients with needed programs and services

**Scholarship Focal Person**

**November 2014- June 2017**

*Department of Social Welfare and Development-Government Agency*

- Worked as scholarship coordinator
- Responsible for the coordination and networking with stakeholders such as the State Universities and Colleges in ensuring that educational, and financial grants received by the student grantees
- Coordinated partner stakeholders in the monitoring of the student grantees
- Monitored student-grantees through visitation to different State Universities and Colleges and conducted consultative workshops among them

**Community Facilitator and Caseworker**

**February 2011-November 2014**

*Department of Social Welfare and Development-Government Agency*

- Prepared Social Case Study reports
- Conduct Home visitations
- Assist clients in difficult situations like the preparation of food, groceries, and the like
- Provide basic medical aid for clients in difficult situations
- Facilitated conduct of community assembly in collaboration with the Local Government Unit and other partner agencies
- Monitored and prepared a report of the program with partner agencies and the local government units
- Facilitated the conduct of Family Development Sessions with the local government unit Links and Parent Leaders as organizers and with critical stakeholders as resource persons
- Prepared activity proposals and other budgetary requirements at the local level
- Served as resource person in any local activities

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**EDUCATION**

**Bachelor of Science in Social Work**

**June 2006-April 2010**

Mindanao State University Main

- Academic Excellence Awardee
- Dean's Lister

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**SKILLS**

- Expert in Microsoft Application
- Written and verbal communication

- Report Writing
- Excellent interpersonal skills
- Customer service oriented
- Financial management skills

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**PROFESSIONAL CREDENTIALS**

Registered Social Worker  
Masters in Public Administration