

Maxine Curry

Case Manager

AREAS OF EXPERTISE

Case management
IT literate
Managing multidisciplinary teams
Patient satisfaction
Report writing
Clinical reviews
Absence management

PROFESSIONAL

Fluent in German
Fire Marshall

PERSONAL SKILLS

Compassionate
Helpful
Loyal
Determined

CONTACT

Maxine Curry
Dayjob Ltd
The Big Peg
Birmingham
B18 6NF
T: 0121 638 0026
M: 0121 638 0026
E: info@dayjob.com

Driving license: Yes
Nationality: British

PERSONAL SUMMARY

A committed Case Manager who has the tenacity to see complex tasks through to resolution and the ability to coordinate the care and support of people with clinical needs. Maxine can act with great agility in moving between activities and areas of focus. She is able to work towards reporting deadlines with accuracy and is committed to maximising patient recovery and helping them make an early return to independence. On a personal level she has tons on enthusiasm and lots of personal resilience. Furthermore she fully understands and values diversity, and has a strong commitment to equality of opportunity. Right now she wants to join a company that has a fantastic environment and culture where their employees experience a great work life balance whilst still gaining invaluable experience.

WORK EXPERIENCE

Healthcare Provider – Birmingham

CASE MANAGER Jun 2013 – Present

Responsible for leading a Case Management team who deal with a large portfolio of clients.

Duties:

- Using my knowledge and experience to assess clients and build a plan to best position them towards recovery.
- Managing both internal and external staff.
- Liaising with patients and healthcare providers on a daily basis.
- Reporting to the clinical director and regional managers.
- Making sure Health & Safety rules apply in the office.
- Keeping staff informed of any new legislation relating to their duties.
- Keeping an eye open for those staff who are struggling with their duties.

Company name - Location

JOB TITLE Employment dates (i.e. Aug 2011 – Jun 2013)

KEY SKILLS AND COMPETENCIES

- Superb clinical reasoning and decision making.
- A thorough understanding of the principles of good complaints handling.
- Willing to working unsociable hours and shifts.
- Effective interpersonal and communication skills.
- Excellent time management skills.
- Track record of establishing and leading successful operations.
- Ability to challenge, support and develop others.

ACADEMIC QUALIFICATIONS

Nuneaton University 2008 - 2011
BSc (Hons) Healthcare Administration

Coventry Central College 2005 - 2008
A levels:
Maths (A) English (B) Technology (B) Science (C)

REFERENCES – Available on request.



Copyright information - Please read

© This resume template is the copyright of Dayjob Ltd. Job seekers may download and use this particular example for their personal use to help them write their own one. You are also most welcome to link to any page on our site www.dayjob.com. However this template must not be distributed, used for commercial purposes or made available on other websites without our prior permission. For any questions relating to the use of this template please email: info@dayjob.com