

Alexander Puruntatameri

Mobile: 0459 389 933

My name is Alexander I am a hardworking individual who ensures that all my delegated duties are completed in a timely frame. I have good communication skills and have a polite and friendly personality. I have lived in Pirlangimpi Community for my whole life. I wish to further develop myself and my career in my community. I am also willing to undertake any training and will prove to be an asset to my workplace.

Skills

- Sound interpersonal, verbal and written communication skills
- Ability to work on own initiative as well as ability to work in a team environment.
- Sound attention to detail
- Ability to operate in a confidential and professional manner at all times.
- Ability to meet deadlines and manage multiple tasks
- Willingness to increase knowledge
- Proficient in the use of MS Office applications
- Cultural awareness
- White Card Issue Date: 23/09/2021
- Driver's Licence C Class (P) Expiry 26/10/2031

Employment History

**Menzies School of Health Research,
Community-based Researcher,
July 2023- current**

Responsibilities and skills:

- Build links within the selected Aboriginal community study site and in collaboration with the rest of the research team.
- Work with the project team to coordinate, plan and facilitate focus group discussions, interviews, and completion of surveys by participants, and implementation and evaluation of co-designed digital technology interventions to achieve project objectives.
- Conduct duties in accordance with Good Clinical Practice (GCP) Guidelines, Australian Code for the Responsible Conduct of Research, and National Statement on Ethical Conduct in Human Research and which is also respectful of Aboriginal and Torres Strait Islander culture.
- Coordinate and communicate effectively with study participants, health services, site and Program Leaders, Senior Cultural Advisors, and other project staff.
- Assist with coordination of resource development activities (eg. flipcharts, interview tools), with the research team.
- Provide administrative support to the team with minimal supervision. This may include organising project promotional materials, organising catering, arranging travel, printing documents, and recording notes about those processes.
- Actively participate in training and research team meetings relevant to the position, as required. Training will mostly be provided one on one and on-the-job.
- Support the research team in the preparation and implementation of knowledge translation and dissemination strategies and assist with dissemination of project findings.

Current 2023**TITEB – Trial jobs yard maintenance**

Lawn mowing
Whipper snipping
Collection of rubbish

August 2021 – November 2021**TITEB Pirlangimpi – Fencing Project**

Measuring Landscape for fence
Digging holes for poles
Cementing
Putting up the fence wire and ensuring fence is intact with the poles correctly.

2014-2014**Security – Pirlangimpi Social Club**

Patrol premises to prevent and detect signs of intrusion and ensure security of doors, windows, and gates.
Answer alarms and investigate disturbances.
Monitor and authorize entrance and departure of employees, visitors, and other persons to guard against theft and maintain security of premises.

2008-2010**Forestry - Great southern Plantation**

Check equipment to ensure that it is operating properly.
Confer with other workers to discuss issues such as safety, cutting heights, and work needs.
Fight forest fires or perform prescribed burning tasks under the direction of fire suppression officers or forestry technicians.
Perform fire protection and suppression duties such as constructing fire breaks and disposing of brush.
Select and cut trees according to markings or sizes, types, and grades.

Education

2003-2007 – St Johns college Darwin

Year 10

Referees

Daniel Costa
Men's Senior Supervisor
TITEB Pirlangimpi
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