

## Learning Centre, Student Affairs

### Preparing to Write a Personal Profile for the Health Care Assistant Program (HCA)

- VIU Student Number and date
- Employment history
  - Where
  - Duration (how long)
  - Nature of the work (brief description of duties)
  - Your view of why these experiences are relevant to HCA
  - Highlight jobs in the *healthcare* industry; for jobs in *other* industries, point out transferable skills
- Reasons you want to take the program
  - Interest in...
  - Personal experience
  - Someone who has had an impact on you
  - Personality fit
  - Other
- Career Intentions
  - Is your goal to be an HCA?
  - Do you have other goals and HCA is a stepping stone? Explain
  - Other
- Daily Time Commitment
  - To program/to homework
  - School days
  - Weekends
  - How will you manage childcare/family needs/other commitments?
- Related Experience
  - Training (first aid?) - what was it and what did you learn?
  - Volunteering - what was it and what did you learn?
  - Community Service - what was it and what did you learn?
  - How do these experiences prepare you for HCA program?
- Other
  - Skills
  - Knowledge
  - Experience
  - Personal characteristics