

Sia Kapoor

Counsellor · FICTIONAL SAMPLE

Kochi, India

Skills

supportive communication

Applied to support access pathway through documented preparation, execution and review.

assessment interviews

Applied to counselling record review through documented preparation, execution and review.

goal setting

Applied to wellbeing education programme through documented preparation, execution and review.

documentation

Applied to support access pathway through documented preparation, execution and review.

supervision

Applied to counselling record review through documented preparation, execution and review.

referral awareness

Applied to wellbeing education programme through documented preparation, execution and review.

psychoeducation

Applied to support access pathway through documented preparation, execution and review.

ethical boundaries

Applied to counselling record review through documented preparation, execution and review.

Certifications

Trauma-informed communication workshop

Meridian Professional Learning Studio (fictional) 2023 continuing learning - not a licence or certification Supportive communication and documentation in the context of counsellor work. Used reflective exercises and a bounded practice example related to support access pathway.

Confidential documentation practicum

Meridian Professional Learning

Summary

Fictional demonstration candidate. All employers, education, projects, achievements and outcomes are illustrative and unverified. Not a real application or licence record. Counsellor with an illustrative 12-year career in psychological services, rehabilitation and person-centred support. Combines supportive communication, assessment interviews, goal setting with disciplined documentation, practical coordination and clear communication. The sample career progresses from focused execution to independent workstream ownership, with responsibilities and boundaries described for each appointment. Selected work includes support access pathway, counselling record review and wellbeing education programme. These examples explain the original problem, individual contribution, deliverables, review approach and remaining limitations rather than relying on unsupported headline claims. Prepared for experienced counsellor opportunities requiring dependable delivery, thoughtful professional judgement and collaboration. The qualification narrative includes Master's in Counselling Psychology. Every named organisation and outcome in this record is fictional; professional eligibility is not independently established. Turn a clear brief into dependable psychological services, rehabilitation and person-centred support work: understand the context, apply supportive communication and assessment interviews, record the evidence and explain the limitations before handover.

Experience

Counsellor - Meridian Care Services (fictional)

2023-07 - Present

Independent ownership of scoped counsellor work, coordinating contributors and making review requirements explicit. Includes the first two selected work examples. Prepared clear consent and service information. Built a synthetic goal and review template. Led brief clarification and prioritised work using supportive communication, assessment interviews and goal setting. Raised unresolved constraints before committing to the next stage. Coordinated peer reviews and handover preparation; used a synthetic support-plan template to distinguish completed work, assumptions and follow-up needs. Supported colleagues with practical examples of documentation and maintained a concise learning record after important assignments. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Senior Counsellor - Northline Care Services (fictional)

2019-07 - 2023-06

Owned defined assignments and supported cross-functional coordination. Developed deeper practice in goal setting and documentation. Designed reviewed educational sessions and feedback processes. Translated incoming requirements into a sequenced plan and aligned responsibilities with the project or service owner. Applied supervision and referral awareness to resolve delivery questions while maintaining source and decision notes. Introduced reusable working documents and reviewed exceptions with the responsible specialist rather than silently changing scope. Prepared a accessible information or handover record so the next team could understand the work and remaining questions. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Counsellor - Cedarbridge Care Services (fictional)

2016-07 - 2019-06

Progressed from supported tasks to independently managed assignments, with review available for unfamiliar or higher-risk decisions. Handled recurring work involving supportive communication and assessment interviews using a

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Studio (fictional) 2024 continuing learning - not a licence or certification Assessment interviews and supervision in the context of counsellor work. Used reflective exercises and a bounded practice example related to counselling record review.

Safeguarding and referral seminar

Meridian Professional Learning Studio (fictional) 2025 continuing learning - not a licence or certification Goal setting and referral awareness in the context of counsellor work. Used reflective exercises and a bounded practice example related to wellbeing education programme.

Languages

English

professional working - fictional sample

Hindi

professional working - fictional sample

documented preparation and review process. Supported counselling record review by organising inputs, maintaining issue notes and incorporating reviewer feedback. Coordinated colleagues and internal stakeholders using concise status updates, clear questions and agreed next steps. Improved record consistency through psychoeducation and documented handover expectations. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Counsellor - Cedarbridge Care Services (fictional)

2014-07 - 2016-06

Built practical foundations through supervised assignments, routine documentation and feedback from experienced colleagues. Assisted with supportive communication and goal setting within an agreed scope and escalated unfamiliar work. Prepared inputs and checked completeness before passing work to the responsible reviewer. Maintained task records and learned to communicate assumptions, constraints and observed problems clearly. Applied review feedback to subsequent assignments and developed a dependable working routine. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Education

Master's in Counselling Psychology - Asterbridge Institute of Professional Studies (fictional institution)

2012-07 - 2014-05

completed - fictional record supportive communication assessment interviews documentation Specialist study on support access pathway; an illustrative learning project, not a published result.

Bachelor's in Psychology - Cedarhaven College of Applied Studies (fictional institution)

2009-07 - 2012-05

completed - fictional record goal setting supervision referral awareness Applied coursework in supportive communication, documentation and reviewed practical assignments.



Projects

Support access pathway

Fictional internal work programme in psychological services, rehabilitation and person-centred support; not a real client case study. Problem: People did not understand service scope or referral options. Objective: Create a workable response to this issue through supportive communication, explicit review criteria and practical documentation. Agree the boundaries before execution and retain unresolved points for follow-up. Counsellor; owned the stated workstream, not the full organisation or every collaborator contribution. Prepared clear consent and service information. Prepared the scope with the commissioning team, identified unresolved inputs and used supportive communication to turn the brief into a sequenced work package. Applied assessment interviews and goal setting while coordinating reviews with the designated owner. Kept decision notes so collaborators could separate facts, assumptions and changes. Assembled the handover material, explained open limitations and agreed which items needed further review rather than presenting them as completed. Methods: supportive communication; assessment interviews; goal setting; documentation Deliverables: Support access pathway - scoped brief; Support access pathway - reviewed working package; Support access pathway - handover and learning summary Review: Reviewed the scoped output against the agreed brief, recorded exceptions and checked that key conclusions could be traced to observations. The review package calls for a synthetic support-plan template and a named human reviewer. Illustrative outcome: the team adopted a repeatable approach for support access pathway, with clearer ownership and reviewable records. This is a fictional qualitative result; no real performance measurement or external acceptance evidence is supplied. Limitations: Synthetic demonstration only. Sample degrees do not establish clinical eligibility or registration. No real case, diagnosis, therapy advice or patient outcome is represented. No underlying client documents, independently verified measurements or signed approval records are attached.

Counselling record review

Fictional internal work programme in psychological services, rehabilitation and person-centred support; not a real client case study. Problem: Support goals were documented unevenly. Objective: Create a workable response to this issue through assessment interviews, explicit review criteria and practical documentation. Agree the boundaries before execution and retain unresolved points for follow-up. Counsellor; owned the stated workstream, not the full organisation or every collaborator contribution. Built a synthetic goal and review template. Prepared the scope with the commissioning team, identified unresolved inputs and used goal setting to turn the brief into a sequenced work package. Applied documentation and supervision while coordinating reviews with the designated owner. Kept decision notes so collaborators could separate facts, assumptions and changes. Assembled the handover material, explained open limitations and agreed which items needed further review rather than presenting them as completed. Methods: assessment interviews; goal setting; documentation; supervision Deliverables: Counselling record review - scoped brief; Counselling record review - reviewed working package; Counselling record review - handover and learning summary Review: Reviewed the scoped output against the agreed brief, recorded exceptions and checked that key conclusions could be traced to observations. The review package calls for a supervision and service-review framework and a named human reviewer. Illustrative outcome: the team adopted a repeatable approach for counselling record review, with clearer ownership and reviewable records. This is a fictional qualitative result; no real performance measurement or external acceptance evidence is supplied. Limitations: Synthetic demonstration only. Sample degrees do not establish clinical eligibility or registration. No real case,



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Wellbeing education programme

Fictional internal work programme in psychological services, rehabilitation and person-centred support; not a real client case study. Problem: General workshops lacked contextual relevance. Objective: Create a workable response to this issue through goal setting, explicit review criteria and practical documentation. Agree the boundaries before execution and retain unresolved points for follow-up. Counsellor; owned the stated workstream, not the full organisation or every collaborator contribution. Designed reviewed educational sessions and feedback processes. Prepared the scope with the commissioning team, identified unresolved inputs and used supervision to turn the brief into a sequenced work package. Applied referral awareness and psychoeducation while coordinating reviews with the designated owner. Kept decision notes so collaborators could separate facts, assumptions and changes. Assembled the handover material, explained open limitations and agreed which items needed further review rather than presenting them as completed. Methods: goal setting; documentation; supervision; referral awareness Deliverables: Wellbeing education programme - scoped brief; Wellbeing education programme - reviewed working package; Wellbeing education programme - handover and learning summary Review: Reviewed the scoped output against the agreed brief, recorded exceptions and checked that key conclusions could be traced to observations. The review package calls for a accessible information or handover record and a named human reviewer. Illustrative outcome: the team adopted a repeatable approach for wellbeing education programme, with clearer ownership and reviewable records. This is a fictional qualitative result; no real performance measurement or external acceptance evidence is supplied. Limitations: Synthetic demonstration only. Sample degrees do not establish clinical eligibility or registration. No real case, diagnosis, therapy advice or patient outcome is represented. No underlying client documents, independently verified measurements or signed approval records are attached.



Achievements

Support access pathway

Prepared clear consent and service information. The achievement is the described workstream contribution; independent outcome evidence is not supplied.

Counselling record review

Built a synthetic goal and review template. The achievement is the described workstream contribution; independent outcome evidence is not supplied.

Wellbeing education programme

Designed reviewed educational sessions and feedback processes. The achievement is the described workstream contribution; independent outcome evidence is not supplied.

