**OBJECTIVE:** To obtain a position in the field of nursing to provide value to my employer and excellence to the patients in my care.

**NURSING SKILLS:**

* Therapeutic communication/person centered care
* Patient safety/psychosocial care/dementia care/range of motion
* Medical terminology/time management

**CERTIFICATIONS:**

* Basic Life Support (BLS) (AHA)
* First Aid Certification (American Red Cross)

**EDUCATION:**

*Arlington Career Institute, Grand Prairie, TX*

**Nursing Assistant Diploma** August 2019

*Eastern Hills, Fort Worth, TX*

**Degree/Diploma** May 2007

**EXPERIENCE:**

*Arbrook Nursing & Rehabilitation Center, Arlington, TX* August 2019

**Student Nursing Assistant**

Reporting/Documenting; vital signs, grooming and hygiene, meal service and assistance,

*Portfolio Recovery Associates, North Richland Hills, TX* February 2016 - December 2018

**Custodian of Records**

Review documents and affidavits for correctness and accuracy by reviewing accounts and their underlying documentation prior to endorsing on behalf of the company, responsible for ensuring compliance with applicable laws, regulations and company policies across all areas of organizational responsibility to include successful completion of the FDCPA assessment and computer based training annually.

*Fidelity Investments, Westlake, TX* October 2011 – April 2013

**Defined Contributions Representative**

Consulted and educated customers to achieve beneficial outcomes for their retirement accounts, obtained & captured feedback from customers to identify customer experience needs