Rachel Besic

Contact Info: 630-761-4502

rachelbesic@yahoo.com

<https://www.linkedin.com/in/rachelbesic>

Neuro ICU - Registered Nurse

New Berlin, Wisconsin, United States Hospital & Health Care

Previous positions

Patient Care Assistant II - Clinical Resource Unit at Advocate Healthcare

Nursing Student at Aurora University

Education

Aurora University, Bachelor’s Degree, Registered Nursing/Registered Nurse

Background

Summary

In May 2017, I completed my BSN and graduated with honors from Aurora University. Currently, I work as a Critical Care Registered Nurse on Neuro ICU unit at a large teaching hospital & Level 1 Trauma Center in Milwaukee, WI.

During nursing school, I worked as a Patient Care Assistant at a Level I Trauma and Acute Care hospital system in the Chicagoland suburbs. This position allows me to enhance my direct patient care skills and communication techniques with a diverse patient population. I was part of the Float pool which allows me to work on almost every unit including Critical Care, Emergency Department, Progressive Care, Telemetry, Ortho/Trauma, Med/Surg, Detox and Behavioral health.

I am also a 2013 graduate from Bradley University with a Bachelor's of Science degree in Human Resource management. After working as a talent recruiter for a global staffing firm I made the transition into the healthcare industry and returned to school full-tim to become an RN.

Experience

Critical Care Registered Nurse

Froedtert Hospital

July 2017 – Present(2 years 4 months)Greater Milwaukee Area

Patient Care Assistant II - Clinical Resource Unit

Advocate Healthcare

June 2016 – July 2017(1 year 1 month)Advocate Good Samaritan Hospital - Downers Grove, IL

Advocate Good Samaritan Hospital has evolved into a recognized national leader in health care. Good Samaritan Hospital has been named to the 100 Top Hospitals list six times and is the only health care organization in the state to earn the prestigious Malcolm Baldrige National Quality Award, achieving the honor in 2010. Good Samaritan Hospital features DuPage County’s only Level I trauma center, a certified Level III neonatal intensive care unit and received the American Nurses Credentialing Center Magnet® recognition for nursing excellence. A range of services are offered at the hospital, including cardiology, oncology, orthopedic surgery, neurosurgery, general surgery, gastroenterology, stroke care, obstetrics and gynecology, and low-dose diagnostic imaging. The purpose of this position is to assist the RN with patient care, provide clerical support to the unit, and to assist in the maintenance of the patient care environment.

Accountabilities:

•Plans and performs general patient care duties that are specific to the patient population served and as directed by the Registered Nurse.

•Maintains safe and comfortable patient environment

•Plans and promotes a smoother workflow and provides a positive hospital experience for patients, families and visitors.

•Performs duties as receptionist, when assigned.

Nursing Student

Aurora University

August 2015 – May 2017(1 year 9 months)Various Medical Centers

• Provide nursing care to a culturally diverse population on various acute care units including; Intensive Care Unit, Medical/Surgical, Telemetry, and Inpatient Behavioral Health.

• Under the supervision of an R.N. and clinical instructor was responsible to perform skills learned in didactic courses.

• Completed safe medication administration including P.O., injections (SUBQ & IM), IV bolus, IV primary line, & IV secondary line.

•Daily responsibility of gathering vital signs, I&O measurements, glucose monitoring, and head-to-toe assessment information for 1-2 assigned patients.

•Complete patient care procedures including peripheral IV and Foley catheter insertion.

•Provide direct patient care related to activities of daily living including ambulation, bathing, and hygiene.

•Report any changes in vital signs, pain level, observational findings, and patient symptoms directly to the R.N.

•Provide patient teaching regarding medication, treatments or discharge planning.

•Opportunity to observe bedside procedures including PICC/Midline insertion, chest tube removal, and dialysis.

Certified Nursing Assistant

Covenant Retirement Communities

April 2015 – May 2017(2 years 1 month)Batavia, IL

The Holmstad is part of a nation wide family of CCRC's: Covenant Retirement Communities, 5th largest Leading Age Ziegler Top 100. Our commitment to our mission, prudent financial management and forward thinking makes our communities vibrant and secure. A place to allow our residents to live the active, independent and fulfilling lifestyle you want. A skilled nursing facility, The Holmstad offers far more than care. We endeavor to fulfill the lives of our residents by ensuring that they maintain the highest levels of health for mind, body and spirit.

• To provide direct daily care to residents of Michealsen Health Center according to standard procedures and established state and federal regulations as required based on resident’s level of care.

• Assists in ensuring the safety, comfort, and well being of residents. Entrusted to assist residents with basic personal care according to procedures and daily assignment. This includes, but is not limited to, bathing, dressing, dental hygiene, toilet needs, grooming, feeding, etc.

Talent Recruiter - Partnership Division

Kelly Services

October 2014 – January 2015(3 months)Oakbrook, IL

Kelly Services is a world-class provider of staffing solutions to small businesses and Fortune 500® companies alike. We are a US-based Fortune 500 company and a global staffing industry leader since 1946. From experienced support-level professionals to senior-level finance and accounting management, our professionals get the job done smoothly, efficiently, and cost-effectively.• Daily responsibility is handling high volume full-cycle recruiting for customer’s open temporary, temporary to hire and direct hire positions.

• Identify qualified candidates by conducting thorough phone screens, on-site interviews, and computer skills testing.

• Handle on-boarding process by providing necessary hiring paperwork, explaining Kelly Employee Handbook, conducting training orientation, define a client’s policies and safety procedures and submit background/drugs screenings.

• Manage a temporary workforce of approximately 40 employees. Handle operational tasks including; payroll, unemployment & worker’s compensation claims, processing billing discrepancies, and resolving benefit or technical questions.

• Monitoring and analyzing employee turnover/absenteeism and taking appropriate action, conducting performance reviews, soliciting employee feedback, providing career guidance, and making decisions regarding termination of employees.

• Proactively identifying business opportunities for the branch with outbound sales call, conducting skill alerts, maximizing conversion and direct hire fee income.

Staffing Supervisor - Commerical Division

Kelly Services

May 2013 – October 2014(1 year 5 months)Lombard, IL

Kelly Services is a world-class provider of staffing solutions to small businesses and Fortune 500® companies alike. We are a US-based Fortune 500 company and a global staffing industry leader since 1946. From experienced support-level professionals to senior-level finance and accounting management, our professionals get the job done smoothly, efficiently, and cost-effectively.

• Responsible for providing best-in-class service to Kelly’s customers and temporary employees.

• Customer-related service includes taking and filling orders, managing the order life cycle, resolving problems, and developing business through customer service calls and proactively marketing candidates.

• Temporary employee-related service includes recruiting, screening, hiring, training, conducting orientations, resolving problems, and managing employee relations issues.

• Strong focus on profitable pricing, expense, and cost-of-service management

Human Resources Intern

Wildlife Prairie State Park

December 2012 – May 2013(5 months)Hanna City, IL

• Collaborate with hiring managers and human resources committee to develop and execute a

recruiting plan

• Review resumes, conduct phone screens and schedule candidates for onsite interviews

• Attend biweekly conference calls to align with other members’ goals

New Hire Trainer and Administrative Assistant

Lexus of Peoria

February 2012 – May 2013(1 year 3 months)Peoria, IL

• Develop and execute onboarding and training plans for new hire

• Handle administrative tasks; transfer phone calls, fax, copy, and scan documents

• Responsible of completion of projects using Microsoft Office applications

• Display excellent customer service when handling clients’ requests

• Process high volume of financial transactions using ADP (Dealer Services Group) and balance the cash drawer

Accounting Intern

Total Income Tax and Sharp Payroll

August 2011 – December 2011(4 months)Peoria, IL

• Handled administrative tasks; transfer phone calls, fax, copy and scan documents

• Responsible for completing various types of projects assigned by my supervisor

Education

Aurora University

Bachelor’s Degree, Registered Nursing/Registered Nurse

2015 – 2017

Aurora University

Activities and Societies

Sigma Theta Tau International - Nursing Honor Society

Student Nurse's Association

AU Students for Wellness

Bradley University

Bachelor's degree, Human Resources Management/Personnel Administration, General

2009 – 2013

Bradley University

Activities and Societies

Chi Omega Women's Fraternity

Batavia High School

2005 – 2009

Projects

Project Manager

January 2013 – May 2013

SENIOR CONSULTING PROJECT, BRADLEY UNIVERSITY

Performed in a leadership capacity for a diverse, cross-functional, multi-disciplinary team of students in a consulting relationship to address the needs of presitigious medical simulation company. Specific issues addressed included the company's competitor analysis, full marketing plan, and economic feasibility analysis. Tasks included managing the client relationship, project management and scheduling, managing team dynamics, performing a comprehensive industry analysis of both the regional medical simulation centers and simulation technology. Provided in-depth research and recommendations to produce positive, valuable outcomes for the client.

Team Members (1): Rachel Besic

Skills & Expertise

Leadership

Phone Screening

College Recruiting

Sourcing

Screening Resumes

Multi-line Phone

Microsoft Office

Contract Recruitment

Recruitment Advertising

Customer Service

Coordinating Activities

Administrative Functions

Management

Building Relationships

Onboarding

Temporary Staffing

Temporary Placement

Talent Pipelining

Human Resources

Recruiting

Social Networking

Certifications

State of Illinois - Certified Nursing Assistant

, License

Basic Life Support for Healthcare Workers

American Heart Association's Professional Education Center, License

May 2015 – May 2017

ACLS

American Heart Association | American Stroke Association, License

April 2017 – April 2019