Certified Nurses Aide

 Personal Information

|  |  |
| --- | --- |
| Name: |   Amy Schuett |
| Phone: |   910-783-9511 |
| Email: |   libragal102@gmail.com |
| Location: |   US-WI-Wild Rose-54984 () |
| Last Modified: |   5/28/2019 12:57:00 AM |

 Work History

|  |  |  |
| --- | --- | --- |
| Company Name: |    | 04/01/2018 - Present |
| Job Title: |   CERTIFIED NURSES AIDE |
|  |
| Company Name: |   ICE CREAM PARLOR | 01/01/1900 - 10/17/2019 |
| Job Title: |    |
|  |
| Company Name: |   ANGEL TOUCH PET SPA | 01/01/1900 - 10/17/2019 |
| Job Title: |   Assisted groomer |
|  |
| Company Name: |   Great Neck | 01/01/1900 - 10/17/2019 |
| Job Title: |    |
|  |
| Company Name: |   WILD ROSE MANOR | 01/23/2017 - 04/01/2018 |
| Job Title: |   DIETARY AIDE |
|  |
| Company Name: |   PINEHURST RESORT | 06/01/2012 - 12/31/2014 |
| Job Title: |    |
|  |
| Company Name: |   MELLOW MUSHROOM | 05/01/2011 - 11/30/2012 |
| Job Title: |    |
|  |
| Company Name: |   RAINFOREST CAFE | 05/01/1998 - 03/31/2006 |
| Job Title: |   hostess |
|  |

 Additional Skills And Qualifications

|  |  |  |  |
| --- | --- | --- | --- |
| Recent Job Title: |    null | Recent Wage: | 0 per  |
| Security Clearance: |   No |  |  |

 Desired Position

|  |  |  |  |
| --- | --- | --- | --- |
| Desired Wage: |    per  | Desired Employment Type: |  |
| Desired Travel: |    |   Desired commute: |  |
| Desired Relocation: | No |  |

 Resume

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| --- |
| Amy Schuett625 Carey AveWild Rose Wi 54984CURRENT EMPLOYMENTWILD ROSE MANORJANUARY 23 2017 TO APRIL 2018DIETARY AIDE Setting up tables or other dining areas with attention to cleanliness and order Delivering dishes and trays to designated areas Take down dining areas and collect plates, glasses etc. Discard leftovers and take out garbage Clean food stations and wash dishesCERTIFIED NURSES AIDEAPRIL 2018 TO PRESENTResponsibilities include daily care tasks such as mobility assistance, bathing and hygiene, mealservice, and awareness of patient well being Astute observation skills. Ability to follow set rules and protocol. Time management and organizational skills. ... Empathy and compassion.PREVIOUS EMPLOYMENTPINEHURST RESORTPinehurst, North CarolinaJune 2012 to 2014Assisted customers in order selections recommended specific menu items ensure prompt accurateservice. Ensure high guest check averages by suggesting and selling additional food ant beveragesitems Consistently upsell appetizers and desserts. Extensive knowledge of draft beer and wine. Finddining banquet and banquet bartender. Will always help coworkers during rush periods to help promoteteamwork. Lead server for opening or closing. Mentoring new servers regarding menu items, companypolicies and procedures.MELLOW MUSHROOMSouthern Pines, North CarolinaMay 2011 - November 2012Assisted customers in order selections recommended specific menu items ensure prompt accurateservice. Ensure nigh guest check averages by suggesting and selling additional food and beveragesitems Consistently upsell appetizers and desserts. Extensive knowledge of draft beer and wine. Willalways help coworkers during rush periods to help promote teamwork. Lead server for opening orclosing. Mentoring new servers regarding menu items, company policies and procedures.ICE CREAM PARLORSouthern Pines, North CarolinaHelp in kitchen with prep work and help front of house. Bring food to customers to satisfaction atall times. Oversaw inventory, did coworkers schedule, prepare menu for the week , opened and closedrestaurant.RAINFOREST CAFEMay 1998-March 2006WESTBURY, NEW YORKStarted out as hostess then moved on to server. I would also help unit accountant in back of housefor cash out of bar drawer and server checkout. Help with any promotional they would have at thetime.ANGEL TOUCH PET SPAAssisted groomer in bath/fluff dogs. Nails trimmed ears plucked shave down dogs ( first groom) e.g.Blade number 5 groomer finish with 5f. Bath felines also help train dogs .ELIAS C. SCHWARTZ ESQ.Great Neck, New YorkPreparing , typing, editing and proofreading legal documents, including briefs, motions,memorandums, reports, agendas, etc. Composing routine correspondence; dictation and transcriptionMedical coding Maintaining calendar and contacts for attorneys; scheduling appointments and meeting. Answering attorney direct lines and monitoring email; serving as liaison between attorney andclients - resolving routine and some complex inquiries. Coordinating client meetings, board meetingsand Preparing and reviewing expense reports for compliance and errors; time entry and clientbilling; preparing new client, matter forms and conflict checks. Performing initial research onprospective clients. Creating and maintaining files.REFERENCES FURNISHED UPON REQUEST |