

Cheryl Godek

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Work Experience

Medical Intensive Care Nurse

UF Health Jacksonville - Jacksonville, FL
July 2018 to Present

- * Providing direct patient care to up to 3 patients
- * Covid Nurse
- * Utilize the nursing process and evidence-based practice to provide excellent and compassionate care

- * Participated in P.E.R.T emergency response team during hurricane's to meet patient needs and provided additional staffing during storm-related shortages

Bartender

Amelia Tavern - Fernandina Beach, FL
May 2017 to July 2018

Bartender/sever

Charge Nurse Shifts on Medical/surgical Floors

Baptist Medical Center Nassau - Fernandina Beach, FL
February 2017 to June 2018

Fernandina Beach, FL February 2017 - Present

- * Emergency department nurse providing care up to 4 patients including trauma patients
- * Medical/Surgical nurse providing direct/indirect patient care to up to 6 patients
- * Additional charge nurse shifts on medical/surgical floors
- * Utilize the nursing process and evidence-based practice to provide excellent and compassionate care

- * Assist in the transition of patients to and from adaptive and intensive care units
- * Communicate with the providers and care team on changes, needs, achievements and safety concerns regarding patient care
- * Assist fellow team members during Rapid Response and Code situations
- * Provide treatment, medication education, and lifestyle modification recommendations to improve quality of care and overall patient outcomes
- * Float to Emergency Department to meet staffing needs
- * Participated in P.E.R.T emergency response team during Hurricane IRMA to meet patient needs and provided additional staffing during storm-related shortages
- * Member of the DECON/Emergency Response Team

Lead Referral Coordinator

Coastal Spine & Pain Center - Fernandina Beach, FL
August 2010 to January 2017

for 5 providers

- * Served in the capacity of a medical assistant for associated clinical tasks
- * Provided hands-on assistance with epidural injections, spinal cord stimulator trials and office visits
- * Maintained open communication between patients, physicians, referring offices and insurance companies to best coordinate care
- * Assisted office manager on all projects including transition to EHR and office relocation
- * Dispensed non-narcotic medications and durable medical equipment under physician supervision to worker's compensation and auto injury patients
- * Wrote all standard operating procedures for acquiring authorizations from various insurance companies

Bartender

Brett's Waterway Cafe - Fernandina Beach, FL
2007 to 2013

Worked in Brett and Tip's 3 restaurants as a bartender: Plae, Thyme and Brett's

Liaison Between Administrative Staff and Clinical Staff

Jacksonville Orthopaedic Institute - Jacksonville, FL
January 2009 to July 2010

Jacksonville, FL January 2009 - July 2010

- * Front desk manager responsible for coordination of patient care for sixteen therapists
- * Maintained communication between patients, providers, and referring physician offices
- * Negotiated care coverage, fee schedules and reimbursement with insurance companies
- * Acted as a liaison between administrative staff and clinical staff
- * In addition, served as the surgical scheduler for the busiest physician in the Riverside location
- * Coordinated surgical procedures among physicians, patients, surgery centers, equipment providers, staffing companies and insurance companies

Property Coordinator

ERA Fernandina Beach Realty - Fernandina Beach, FL
April 2007 to January 2009

for Vacation Rentals

- Initiated construction project vendor selection, bid process, and assessed project status
- Supervised and scheduled between 15-35 part-time housekeepers and maintenance staff
- Coordinated cleaning and maintenance of all 220 short term rental properties
- Management of online calendar that tracked rental unit utilization
- Processed staff payroll and coordinated supply orders for all units

Banquet Captain

Omni Hotel - Jacksonville, FL
June 2006 to April 2007

- Coordinated daily flow of banquet functions in hotel
- Also served in interim capacity coordinating banquet department during manager search process
- Ensured communication between set up staff, banquet department, and catering managers
- Organized staff during pre-shift sessions to make ready for events
- Daily preparation of banquet event checks and accounting spreadsheets
- Assisted in gratuity and payroll documentation as well as scheduling of staff

Swing Manager

Carmen Anthony Fishhouse - Avon, CT

January 2006 to June 2006

- Five-Star fine dining restaurant with lounge and bar
- Coordinated serving and bar staff for lunch and dinner
- Assisted with culinary and bartending during peak times
- Responsible for daily financial operations and reconciliation
- Assisted with booking banquet parties and special events
- Safety Chairperson for restaurant staff

Assistant Banquet Manager

Sheraton Bradley Airport - Windsor Locks, CT

August 2004 to December 2005

Supervised set-up and serving staff for banquet facility with capacity to serve 300 guests

- Scheduled staff and prepared payroll
- Coordinated with Sales team on room set-up and changes
- Organized liquor for banquet bars
- Hotel procurement responsibility for Coke products
- Gratuity distribution for banquet staff
- Interim Banquet Manager during search process

Assistant Restaurant Manager / Bar Manager

- Supervised full service restaurant, cocktail lounge, Starbucks Café, and room service outlets
- Shared Food & Beverage Director's duties during two month search for replacement Director
- Responsible for management of entire hotel during weekly 'manager on duty' shifts
- Prepared staff work schedules
- Requisitioned liquor and distributed to outlets
- Coordinated staff incentive programs
- Responsible for new employee training
- Chairperson of Safety Committee
- Assisted with banquets as needed

Foreman

Noralco Corporation - Pittsburgh, PA

January 2003 to August 2004

Supervised between 6 - 30 employees at demolition job sites

- Responsible for daily progress and safety reports to company management and project management
- Organized and finalized contracts for work proposed/completed
- OSHA 30-hour Certification

Education

BSN in Nursing

Jacksonville University

March 2019

ASN in Nursing

Florida State College at Jacksonville
December 2016

BS in Neuroscience

University of Pittsburgh
2003

Nursing Licenses

RN

Expires: August 2020

State: FL

Skills

- ICU Experience
- EMR Systems
- Critical Care Experience
- Banquet Experience
- Nursing