

Shanice Woods

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920-940-3433

To obtain a professional career that will allow me to extend as well as build my knowledge towards the field of Healthcare, my goal is to mature my learning to open minded things, because im committed and focused on success.

#readytowork

Authorized to work in the US for any employer

Work Experience

House Supervisor

Ryan community LLC - Appleton, WI

January 2020 to Present

Inforce rules placed by The department of corrections challenged clients to better themselves through more recognition therapy assist clients with social interactions documentation administer medication and supervise

Med Tech/Resident Assistant

Emerald Bay - Green Bay, WI

August 2019 to Present

My Job as a Med Tec/ RA was to supervise staff under me,administer medication, gather vitals, document changes, print reports for hand off, assist with ADLs

Correctional Officer

Green Bay Correctional Institution - Green Bay, WI

April 2019 to September 2019

As a correctional officer at GBCI i was a segregation relief officer my responsibilities were providing security to max male inmates in a prison, work my assigned post, doing wellness checks on inmates, escorts, distribution of mail, property, watch chow times and medication lines etc

Residential Manager

Clarity Care

March 2017 to 2019

Greenbay, WI

My job was a RM was to assist resident with cooking, meal prep, dressing/undressing, medication administration, transportation to CP, grocery shopping, cleaning and activities

Manage staff

Manage meeting

Oversee schedule

Over See ISP and BSP

Conduct hiring and termination

Coordinator

HelpingHandsCaregivers - Green Bay, WI
December 2017 to July 2018

As a coordinator, My responsibilities consisted of answering call from case manager, clients and caregivers in regards to scheduling, cares, medical authorization and any concerns, Conduct payroll, Fill open shifts, Admission with new clients, Client service visits, installing lifeline, Conduct introduction between caregivers and client etc.

CNA Trainer

Assisted Living By Hilcrest
May 2017 to December 2017

Greenbay, WI

My Job as a CNA Trainer was to teach any new CNAs about facility as well as assist resident with daily ADL'S such as showering, feeding, dressing, Getting vitals, assessments, cleaning creating positive activities and medication administration, documentation on all things new and/or noticed of resident along with following all HIPAA and OSHA guidelines

Crisis Worker

YWCA - South Bend, IN
February 2016 to July 2016

My job as crisis worker was to assist incoming domestic women and children for a safe shelter program, Go over policy and procedures, explain program, assist with housing programs, provide them with right kind of case manager, Food programs and provide shelter needs such as food, clothes, room etc

Education

High School Diploma in General

Clay High School - South Bend, IN
2012

Skills

- CPR (2 years)
- FIRE SAFETY (2 years)
- SCHEDULING (Less than 1 year)
- Management
- Time Management
- training
- Data Entry
- Computer Skills
- Excel
- Vital Signs
- Filing
- Medical Terminology
- Medical Records

- Receptionist
- Law Enforcement
- Meal Preparation
- Case Management
- Security
- EMR Systems
- Medication Administration
- Home Care

Additional Information

Skill Highlights

Scheduling First Aid/Chocking/CPR

Medication Administration Certified Standard Precaution's

45WPM Gait/Hoyer/EZ-Stand experience

PCW Certified Medical Administration

Fire safety Multitasked

Great with communication Microsoft awareness