

# Camilla Mevis

Oshkosh, WI 54902

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920-203-9305

## Work Experience

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### **CNA - Certified Nursing Assistant**

Ascension Health - Oshkosh, WI

July 2019 to Present

Take vitals, help with feeding, interact with patients, take orders from nurse, charting

### **Receptionist**

Ascension Health - Oshkosh, WI

January 2019 to April 2020

- Answering phone calls
- Booking appointments
- Answering general questions
- Creating new patient charts
- Filing
- Pulling charts

### **Retail Sales Consultant**

Target - Oshkosh, WI

April 2015 to July 2019

- Greet customers and ascertain what each customer wants or needs.
- Describe merchandise and explain use, operation, and care of merchandise to customers.
- Recommend, select, and help locate or obtain merchandise based on customer needs and desires.
- Compute sales prices, total purchases and receive and process cash or credit payment.
- Answer questions regarding the store and its merchandise.
- Maintain knowledge of current sales and promotions, policies regarding payment and exchanges, and security practices.
- Demonstrate use or operation of merchandise.
- Place special orders or call other stores to find desired items.
- Prepare merchandise for purchase or rental.
- Watch for and recognize security risks and thefts, and know how to prevent or handle these situations.
- Inventory stock and requisition new stock.
- Ticket, arrange and display merchandise to promote sales.
- Exchange merchandise for customers and accept returns.
- Clean shelves, counters, and tables.
- Help customers try on or fit merchandise.
- Open and close cash registers, performing tasks such as counting money, separating charge slips, coupons, and vouchers, balancing cash drawers, and making deposits.

## Education

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### **BS in Nursing**

Fox Valley Tech- UWO - Oshkosh, WI

August 2018 to Present

### **High School Diploma**

West High School - Oshkosh, WI

June 2017

## Skills

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- TIME MANAGEMENT (Less than 1 year)
- Sales
- Microsoft Office
- Retail
- Customer Service
- Filing
- Organizational Skills
- Receptionist
- Microsoft Word
- Outlook
- Scheduling
- Data Entry
- Cna Certified
- Certified Nursing Assistant
- CNA
- Office Experience (1 year)
- Vital Signs
- Medical Office Experience
- Medical Terminology

## Certifications and Licenses

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### **CNA**

July 2019 to July 2021

### **CPR**

## Additional Information

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### **ADDITIONALSKILLS**

Organizing

Time Management

Communication

Leadership

Ability to work under pressure  
Flexible  
Social  
Friendly  
Caring  
Personable  
Completed medical terminology  
BLS Certification

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