

Dayanara Lorenzo

Registered Nurse Business Professional

Clarkdale, GA

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813-318-1702

Independent and highly motivated candidate with documented customer service experience, outstanding, hands-on skills, and an ability to devise solutions to complex problems, seeking an opportunity to grow within the company and ultimately working to achieve a higher status of command by working one's way up.

Authorized to work in the US for any employer

Work Experience

Director of Surgical Services

Georgia Plastic & Reconstruction Surgery Center - Atlanta, GA

October 2020 to Present

- Routinely checks in all surgical patients and reviews all necessary documents and signed consents with patients for same day surgery, maintains all records and patient information in EMR
- Responsible for the scheduling creation of all operating room staff
- Ensures clinical equipment remains in operating condition, including AED machine, oxygen tanks, pulse oximeter, scales and other equipment used by staff
- Develops plans of operating room operations and operating room policies and regulations for safety of staff and patients
- Responsible for overseeing operating room budgets and inventory, managed all reordering
- Manages all staff certifications, and upkeep of ambulatory surgery center accreditation's
- Handled and outreach to new possible employees, interviews via phone and in person ensuring they are a good fit for the role

Cardiovascular Operating Room Registered Nurse

UT Medical Center - Knoxville, TN

January 2020 to October 2020

- Assists anesthesia with patients as needed pre/during/post operatively with medication passes and assessments
- Generated accurate, concise operative records of all activities occurring during each case circulated
- Served as a patient advocate, assuring that an aseptic, sterile and safe environment was performed and maintained throughout procedure
- Developed a professional therapeutic relationship with patients and their family by gaining their trust and making sure their questions were answered prior to surgery
- Responsible for obtaining signed consents of patients prior to surgery start time, initiating time outs, along with other necessary consents and intra-operative add on consents and medications during all heart and lung procedures

Field Marketing Representative

Dymatize Supplements - Tampa, FL

December 2018 to October 2020

- Meeting and creating new professional relationships with companies and organizations in designated work area
- Setting up and scheduling demonstration presentations with manager of organization
- Basic bookkeeping of all sales made during demonstration or event / Inventory and supplies orders
- Setting up table for presentation with all required items and creating a pleasant, professional set up appealing to customers
- Answering all inquiries of products out on presentation table for guests
- Knowing all products out for demonstration, what they entail, what they're made of and how they can be beneficial to the client

Lead Business Development Representative

Cellucor - Tampa, FL

February 2015 to December 2018

- Meeting and creating new professional relationships with companies and organizations in designated work area
- Setting up and scheduling demonstration presentations with manager of organization
- Basic bookkeeping of all sales made during demonstration or event / Inventory and supplies orders
- Setting up table for presentation with all required items and creating a pleasant, professional set up appealing to customers
- Trains and on boarded new field representatives, ensuring they were established before working independently
- Knowing all products out for demonstration, what they entail, what they're made of and how they can be beneficial to the client

Learning Management Systems Administrator

Bristol Myers Squibb - Tampa, FL

November 2015 to May 2017

- Works specifically in the Research and Development department, under ePerformance Solutions Team
- Responsible for reporting, processing and distributing internal, external and global course rosters to instructors
- Manages incoming outlook requests from clients to create online or instructor led courses in our learning management system (SuccessFactors Learning a Learning Management System)
- Responsible for creating, and testing self-made courses for accuracy and to meet the needs of the clients requests
- Manages and updates cross global training calendars for upcoming scheduled offerings, events or other courses
- Handles all incoming email request forms from clients to assign or un-assign courses or curricula from learners/users

Healthcare Account Manager

Humana - Tampa, FL

June 2014 to September 2015

- Worked specifically in the Social Services department, and with Department of Children and Families
- Handled auto dialer phone system and company private databases
- Created, handles and maintains all Medicaid parts A-D, Food Stamp and Safe link applications for members and prospects

- Created and sent packets for members and prospects to sign and return to be faxed to Department of Children and Families
- Made required home visits to member or prospects homes to gather information for Department of Children and Families
- Attended educational field events to share information on benefits of having Medicaid and other healthcare benefits

Education

Bachelors of Science in Nursing

University of Tennessee - Knoxville, TN

2020

Associates of Arts in Business Administration

Hillsborough Community College - Tampa, FL

2017

Nursing Licenses

RN

Skills

- Bookkeeping
- Business Development
- EMR Systems
- Medical Records
- Nursing
- Presentation Skills
- SAP SuccessFactors
- Social Work
- System Administration
- Case Management
- Recruiting
- Employee Orientation
- Hospital Experience
- Administrative experience
- Human Resources
- Medication Administration
- Time management
- HIPAA
- Microsoft Office

- Leadership
- Supervising experience
- Operations management
- Analysis skills

Languages

- Spanish - Expert

Certifications and Licenses

BLS for Healthcare Providers

Advanced Cardiovascular Life Support (ACLS)

Assessments

Spreadsheets with Microsoft Excel — Highly Proficient

November 2020

Knowledge of various Microsoft Excel features, functions, and formulas

Full results: [Highly Proficient](#)

Patient-Focused Care — Highly Proficient

October 2020

Addressing concerns and using sensitivity when responding to needs and feelings of patients

Full results: [Highly Proficient](#)

Work Style: Reliability — Expert

October 2020

Tendency to be dependable and come to work

Full results: [Expert](#)

Electronic Health Records: Best Practices — Highly Proficient

October 2020

Knowledge of EHR data, associated privacy regulations, and best practices for EHR use

Full results: [Highly Proficient](#)

Nursing Aide Skills — Expert

October 2020

Providing nursing aid to patients using knowledge of relevant equipment and procedures.

Full results: [Expert](#)

Social Media — Highly Proficient

November 2020

Knowledge of popular social media platforms, features, and functions

Full results: [Highly Proficient](#)

Typing — Expert

November 2020

Transcribing text using a standard keyboard

Full results: [Expert](#)

Medical Terminology — Expert

November 2020

Understanding and using medical terminology

Full results: [Expert](#)

Creating Presentations with Microsoft PowerPoint — Highly Proficient

December 2020

Knowledge of Microsoft PowerPoint tools and features

Full results: [Highly Proficient](#)

Verbal Communication — Highly Proficient

December 2020

Speaking clearly, correctly, and concisely

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.