



919-702-5688



Taneishahj@mail.com



321 Mittenzwei Ln,  
Oxford, NC 27565

## EDUCATION

### ADN, Registered Nurse

Vance-Granville Community  
College

2018 – Expected Completion  
May 2020

### BS, Recreational Therapy

North Carolina Central  
University

2008 – 2012

### Diploma, Medical Assistant

ECPI College of Technology  
2006 – 2007

## LICENSES & CERTIFICATIONS

### Registered Nurse

January 2021  
License № 330122

### Mental Health First Aid Certification

June 2019

### Certified Substance abuse Counselor- Registered

NCSAPPB  
June 2017  
License № CSAC 23511

### AHA BLS Instructor

June 2011

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# Taneisha Jordan

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## PROFILE

Rejuvenated and enthusiastic nursing student, capable of providing professional nursing care to promote, attain, maintain and restore patients' health in multiple healthcare settings by utilizing skills in patient assessment, planning, evaluation, implementation and documenting.

## WORK EXPERIENCE

### Co-Founder

#### Drug-Free Coalition of Granville County, North Carolina | 2019 – Present

Nonprofit organization dedicated to educating youth and at-risk population about healthy living and drug prevention.

- Collaborate with community organizations to provide awareness, prevention, hope, recovery, education and advocacy related to substance abuse and mental health services in the community.

### Substance Abuse Worker | Discharge Planner | CPR Instructor

#### NC DHHS: R.J. Blackley Alcohol & Drug Abuse Treatment Center, North Carolina | 2016 – May 2020

- Assess individual patients needs and develop continuing care plans that promote long-term health and relapse prevention for patients leaving treatment.
- Provide information/referral sources to patients and patient social support system.
- Work collaboratively with the multidisciplinary team to ensure efficient utilization of resources provided to the patient and family.
- Specialize in training individuals Basic Life Support CPR for healthcare providers.

### CPR | First Aide Instructor

#### American Heart Association, North Carolina | 2011 – Present

- Specialize in training individuals BLS, Heart Savers and First Aide for healthcare providers and community.

### Certified Nursing Assistant

#### North Carolina | 2004 – Present

- Provided patients' personal care; assist with activities of daily living; check vital signs and weight; test urine; record intake and output; use resources and materials to provide patient comfort; transport patients; answer patients' call lights and request; maintain forms, reports, logs, records, and work operations by following policies and procedures; protect patients' confidential information .



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## LICENSES & CERTIFICATIONS

**Certified Nursing Assistant**  
North Carolina  
May 2004  
Listing № 306929

## PERSONAL SKILLS

Kindness  
Initiative  
Intelligence  
Intuitive  
Sociability  
Empathy  
Courage  
Considerate

# Taneisha Jordan

## WORK EXPERIENCE CONTINUED

### Volunteer

#### Granville Health Systems, NC | 2013 – 2018

- Certified Application Counselor for the Healthcare Market Place, helping individuals/families with completing application to apply and enroll in healthcare insurance plans. Followed and maintained strict confidentiality guidelines.

### AmeriCorps Project D.O.E.

#### Oxford Housing Authority, North Carolina | 2014 – 2015

- Served the community through community outreach, community service, public speaking, networking, employment services and education.

### Paraprofessional for Substance and Mental Health

#### A+ Absolute, NC | 2006 – 2007

- Communicated effectively with individuals with substance use disorder and community groups in distributing general information and education related to substance use.
- Developed effective working relationships with individuals as well as multidisciplinary team involved in treating substance use disorder with concurrent mental health.

### Pharmacy Tech

#### CVS Pharmacy, Oxford NC | 2005–2007

- Accurately prepare and distribute patient medications;
- Perform calculations;
- Collect accurate patient information
- Process third party billing claims and assist with prior authorization completion;
- Use technology to help maintain accurate patient records, medication inventory, and orders, and;
- Ensure compliance with regulatory requirements.