

Quiana Davenport

Madison, IL 62040

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Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

CNA - Certified Nursing Assistant

BKA MEDICAL - St. Louis, MO

September 2020 to April 2021

Psychiatric Technician

St. Louis Psychiatric Rehabilitation Center - St. Louis, MO

January 2020 to June 2020

Psychiatric Technicians are mental health employees who provide hands-on care to people with varying degrees of mental illnesses and/or developmental disabilities. They perform a vital, front-line function in all healthcare settings as they observe, treat and interact with patients — often more than any other staff.

DSP (Direct Support Professional)

Mid South Senior Care - Memphis, TN

August 2019 to December 2019

A direct support professional is a person who assists an individual with a disability to lead a self-directed life and contribute to the community, assists with activities of daily living if needed, and encourages attitudes and behaviors that enhance community inclusion. A DSP may provide supports to a person with a disability at home, work, school, church, and other community places. A DSP also acts as an advocate for the disabled individual, in communicating their needs, self-expression and goals.

DSP (Direct Support Professional)

Beverly Farm Foundation - Godfrey, IL

September 2016 to December 2019

Direct support professionals (DSPs) are people who work directly with people with physical disabilities and/or intellectual disabilities with the aim of assisting the individual to become integrated into his/her community or the least restrictive environment.

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DSP (Direct Support Professional)

Cerebral Palsy Of Southwestern Illinois - Fairview Heights, IL

February 2019 to July 2019

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Assembly Line Worker

Elite Staffing - Edwardsville, IL
February 2015 to January 2018

General Labor

- Cleaned up work sites and stocked boxes.
- Maintained safe and clean working environment by complying with procedures, rules, and regulations.
- Perform other duties as assigned by manager.

Experience:

Security Officer/Event Staff

ANDY FRAIN SERVICES - St. Louis, MO
August 2015 to February 2017

Protected property and lives by patrolling the area.

- Monitored entrance of property through surveillance.
- Identified visitors and ask for appropriate documents.

Customer Service Associate

RUBYS
August 2016 to November 2016

Answer phones, restock kitchen, maintenance of store, preparation of food, maintenance of slot machines. Communicate with IGT, large cash handling etc.

Housekeeper

Four Seasons Hotel - St. Louis, MO
March 2016 to July 2016

sweep, scrub, mop and polish floors
vacuum clean carpets, rugs and draperies
shampoo carpets, rugs and upholstery
dust and polish furniture and fittings
clean metal fixtures and fittings
empty and clean trash containers
dispose of trash in a sanitary manner
clean wash basins, mirrors, tubs and showers
wipe down glass surfaces
make up beds and change linens as required
tidy up rooms
wash windows as scheduled
sort, wash, load and unload laundry
iron and press clothing and linen
sort, fold and put away clean laundry
operate mechanized cleaning equipment
maintain all cleaning equipment and materials in a safe and sanitary working condition

monitor and report necessary domestic repairs and replacements

Suite Attendant

Embassy Suites - Saint Charles, MO

June 2015 to January 2016

Suite keeper

- A suite keeper's responsibility is to maintain guest rooms and respond to guests' requests.
- Clean guest rooms as assigned, including, but not limited to, making beds, cleaning bathrooms, dusting and vacuuming
- Perform deep cleaning tasks, as needed
- Stock, maintain and transport housekeeping supply cart on a daily basis

EVS Porter

Lumiere Place Casino & Hotel - St. Louis, MO

June 2014 to January 2015

Cleans slot machines from top to bottom

- Move slot chairs away from machines for cleaning and vacuuming purposes.
- Re-stock supplies in restroom both public & employee.

Experience:

Customer Service Representative

Popeye's - Belleville, IL

August 2012 to November 2013

Provided clear communication skills aimed at understanding customers' needs.

- Greeted and welcome customers.
- Took customers' orders and collected money in the form of cash, credit card or check.

Experience:

Education

High School Diploma

O'Fallon Township High School

August 2009 to May 2013

Skills

- Cash Register
- Cleaning
- Housekeeping
- Filing
- Microsoft Office
- Word
- Time Management

- Excel
- Communications
- retail sales
- Customer Service
- Direct Care
- Direct Support
- Home Health
- Personal Care
- Disability
- Direct Care
- Direct Support
- Disability
- Home Health
- Autism
- Personal Care
- Laundry
- Environmental Services
- Developmental Disabilities Experience
- Meal Preparation
- Hospital Experience
- Nursing
- Security
- Senior Care
- Surveillance
- Home Care
- Caregiving

Certifications and Licenses

Food Safety

Present

CPR/First Aid

Med Tech

Food Handler

DSP

Driver's License

CNA

Additional Information

Insulin Trained